



City of Richmond

Where History Meets Opportunity

Special Scheduled City Commission Meeting via Video/Telephone Conference call (pursuant to Texas Government Code, Section 551.125)

Monday, August 24, 2020 at 4:30 P.M.

Join Zoom Meeting

<https://zoom.us/j/99267833917>

Meeting ID: 992 6783 3917

One tap mobile

+19292056099,,99267833917# US (New York)

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Dial by your location

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Mayor Evalyn Moore

Commissioner Terry Gaul

Commissioner Barry Beard

Commissioner Carl Drozd

Commissioner Alex BeMent

In compliance with the recommendations of the CDC and other governmental agencies, to limit meetings to less than ten persons to limit the spread of the COVID-19 virus, members of the public will not be permitted to attend the meeting in person. However, members of the public may submit comments to the City Commission in any of the following ways: 1) emailing the City Secretary at lscarlato@ci.richmond.tx.us; 2) delivering written comments to City Hall drop box prior to the meeting; or 3) by notifying the City Secretary in advance that they wish to be contacted by phone at 281-342-5456 option 2 during the meeting in order to make their comments during the comments from the audience for Agenda Items portion of the meeting.

Any item on this posted agenda may be discussed in Executive Session provided it is within one of the permitted categories under Chapter 551 of the Texas Government Code.

City Commission Meeting Agenda

August 24, 2020

Page 1 of 5

AGENDA

- A1. Call to Order, Quorum Determined and Meeting Declared Open.
- A2. Presentations:
 - a. Employee Recognition for Service with the City of Richmond:
 - 1. Vladimir Golovine, 25 years of service, Police Department.
 - 2. Gregory Ross, 10 years of service, Building Department.
 - b. Recognize receipt of the Outstanding Cross Connection Control Award for 2020.
 - c. Recognize receipt of the Outstanding Water Systems Award for 2020.
 - d. Atlantic Housing Foundation, Inc. Workforce Housing Presentation.
- A3. Public comments (Public comment is limited to a maximum of 3 minutes per item. No Deliberations with the Commission. Time may not be given to another speaker.)

CONSENT AGENDA

- A4. All consent agenda items listed are considered routine by the City Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Commissioner so requests; in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.
 - 1. Review and consider taking action on the minutes for the Regular Commission Meeting and the Workshop held on July 20th and August 3rd and 10th (copies are enclosed).
 - 2. Review and consider taking action on the Fire Department report (a copy is enclosed).
 - 3. Review and consider taking action on the Police Department report (a copy is enclosed).
 - 4. Review and consider taking action on the Municipal Court report (a copy is enclosed).
 - 5. Review and consider taking action on the Tax Assessor/Collector Report (a copy is enclosed).

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6. Review and consider taking action on the Monthly Financial Report (a copy is enclosed).
7. Review and consider taking action on the Public Works Report (a copy is enclosed).
8. Review and consider taking action on Planning Department Report (a copy is enclosed).
9. Review and consider taking action on the Building Department Report (a copy is enclosed).
10. Review and consider taking action on the Emergency Management Report (a copy is enclosed).
11. Set date for next meetings. (Special City Commission Meetings on Tuesday, September 8th and Monday, September 21st at 4:30 p.m.)

REGULAR AGENDA

- A5. Review and consider taking action on a replat – City of Richmond Morton Street Reserves – 1.646 acres of land – 0 Lots – 1 Blocks – 3 Reserves. The subject site can be described as a 1.646 acre of Land (Fort Bend County Clerk's File No. 2014013434) being a portion of Out Lot No. 15 of Randon's Addition to the Town of Richmond (Volume A, Page 484; Deed Records of Fort Bend County, Texas) and a portion of Lot No. 2, Section 2 of Borden's Lots Back of Richmond (Volume B, Page 758; Deed Records of Fort Bend County, Texas) including a portion of the original right-of-way of Union Street (30 feet wide, call 0.125 acre abandonment - Volume 481, Page 49; Deed Records of Fort Bend County, Texas), all being in the Jane H. Long Survey, Abstract No. 55 and in the John T. Edwards Survey, Abstract No. 23, Fort Bend County, Texas. The subject site is the old Thompson Clinic property, located north of the intersection of Morton St and Union St.
- A6. Review and consider taking action on a replat – City of Richmond Block 107 Replat – 0.961 acres of land – 0 Lots – 1 Blocks – 1 Reserve. The subject site can be described as being all of Block No. One-Hundred Seven (107), including Lot No. 1 through 14, inclusive, save and except a State of Texas call 0.051 acre tract of land for road right-of-way (Parcel No. 1 - Volume 458, Page 165; Deed Records of Fort Bend County, Texas), of the City of Richmond (subdivision plat recorded in Volume A, Page 62; Deed Records of Fort Bend County, Texas) in the William Morton Survey, Abstract No. 63, Fort Bend County, Texas. The subject site is the old fire station property located on the northeast corner of S 2nd Street and Hwy 90A

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intersection.

- A7. Discuss practice and procedures related to election/campaign sign enforcement.
- A8. Update on Integrated Utility Master Plan and Financial Plan.
- A9. Review and consider taking action on a Temporary Facility Use Agreement between the City, Development Corporation and Fort Bend County.
- A10. Excuse from Attendance at Regular City Commission Meeting.
- A11. Consider taking action on requests for future agenda items.
- A12. Adjourn to Executive Session, as authorized by Texas Government Code, Section 551.071, Attorney Consultation; Section 551.076, Security Devices or Security Audits; and Section 551.074 Personnel Matters.

EXECUTIVE SESSION

In accordance with Chapter 551, Government Code, Vernon's Texas Code Annotated (V.T.C.A) (Open Meetings Law), "The City Commission may meet in a Closed Executive Meeting pursuant to provisions of the Open Meetings Law, Chapter 551, Government Code, V.T.C.A. in accordance with the authority contained in the following sections; Section 551.071, Attorney Consultation Section 551.076, Security Devices or Security Audits; and Section 551.074, Personnel Matters.

- E1. Executive Session for Attorney Consultation.
- E2. Executive Session for security devices or security audits.
- E3. Discuss City Manager's duties and responsibilities, Section 4.01(6) of the City Charter.
- E4. Discuss City Attorney's duties and responsibilities, Section 4.04 (2) of the City Charter.

OPEN MEETING

- C1. Reconvene into Open Meeting, and take action on items, if necessary.
- C2. Discuss and consider taking action related to the obelisk located at the southeast corner of the City Hall property.
- C2. Adjournment.

Any item on this posted agenda may be discussed in Executive Session provided it is within one of the permitted categories under Chapter 551 of the Texas Government Code.

If, during the course of the meeting covered by this Agenda, the Commission shall determine that an executive session of the Commission, should be held or is required in relation to any item included in this Agenda, then such executive session, as authorized by the Texas Open Meetings Act, will be held by the Board at the date, hour, and place given in this Agenda concerning any and all subjects and for any and all purposes permitted by Sections 551.071-551.090 of the Texas Government Code, including, but not limited to, Section 551.071 – for purpose of consultation with attorney, on any or all subjects or matters authorized by law.

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The City of Richmond City Commission meetings are available to all persons regardless of disability. This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations, should you require special assistance, must be made 48 hours prior to this meeting. Braille is not available. Please contact the City Secretary's office at (281) 342-5456 ex. 505 for needed accommodations.

If you have any questions please let me know.
Terri Vela



City of Richmond

Where History Meets Opportunity

City Commission Workshop/Special

Monday, August 24, 2020 at 4:30 p.m.

A1. Call to Order, Quorum Determined, Meeting Declared Open.



City of Richmond

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A2. Presentations:

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TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

(<https://www.tceq.texas.gov>)

Home (<https://www.tceq.texas.gov>) / Drinking Water (<https://www.tceq.texas.gov/drinkingwater>) / Recognition

Public Drinking Water Recognition Program

Public water systems that go above and beyond the minimum requirements can be recognized by the TCEQ for their efforts. Find links to categories and how to apply or nominate a system for an award, and criteria for recognition.

The Texas Public Drinking Water (PDW) Recognition Program recognizes the effort, dedication, and contribution public water supplies make to the state and to protecting public health of all citizens. We extend this program to all water systems in the state. Each year, water systems in Texas will be recognized for their outstanding performance for the preceding calendar year.

- **Public Drinking Water Recognition Application Form**
(</assets/public/permitting/watersupply/pdw/recognition/20294.docx>)

Purpose of the Award

- To recognize the commitment to protecting public health
- To focus public attention on the importance of water facilities
- To provide opportunities for water system management to interact with each other, national organizations, and the regulatory agency

Award Categories

Public water systems in Texas may apply for the following award categories. The following webpages provide information about the criteria for each award type.

- **Small Water Systems Security Program**
(<https://www.tceq.texas.gov/drinkingwater/recognition/smallbutsecure.html>)
- **Substantial Source Water Protection Program Implementation**
(<https://www.tceq.texas.gov/drinkingwater/recognition/substantialswp.html>)
- **Innovative or Proactive System**
(<https://www.tceq.texas.gov/drinkingwater/recognition/innovation.html>)
- **Outstanding Public Drinking Water System**
(<https://www.tceq.texas.gov/drinkingwater/recognition/outstanding.html>)
- **Outstanding Cross-Connection Control Program**
(<https://www.tceq.texas.gov/drinkingwater/recognition/crossconnectioncontrol.html>)
- **Water Partners: Water Systems Helping Water Systems**
(https://www.tceq.texas.gov/drinkingwater/recognition/water_partners.html)



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Winners of Public Drinking Water System Awards

Award recipients by category, location, and date.

Innovative or Proactive System Award

Outstanding Cross-Connection Control Program Award

Water System	Year(s)
City of Allen	2011
City of Austin	2015
City of Corinth	2020
City of Houston	2010
City of Irving	2011
City of Lubbock	2019
City of Richmond	2007-2017, 2020
City of Rockport	2010
City of Universal City	2012
City of Wylie	2008
El Paso County WCID No. 4	2008
El Paso Water Utilities Public Service Board	2008
Fort Bend County MUD No. 25	2012, 2014, 2020
Sunchase Meadows WSC	2008

Outstanding Public Drinking Water System Award

Small Water Systems Security Program Award



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

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Winners of Public Drinking Water System Awards

Award recipients by category, location, and date.

Innovative or Proactive System Award

Outstanding Cross-Connection Control Program Award

Outstanding Public Drinking Water System Award

Water System	Year(s)
Bartonville WSC	2006-2007
Benbrook Water & Sewer Authority	2005-2007
Bexar County WCID 10	2012
Bexar Metropolitan Water District - Castle Hills	2005
Bexar Metropolitan Water District - Hill Country	2005
Blue Ridge West MUD	2005
Brazosport Water Authority	2016
Central Texas WSC	2005
City of Bedford	2005
City of Cameron	2005-2007
City of Clute	2006-2007
City of Conroe	2005, 2013
City of Converse	2006-2007
City of Deer Park	2005
City of Elgin	2005-2007
City of Fort Stockton	2005-2007
City of Grapevine	2005-2007

Water System	Year(s)
City of Highland Village	2005-2007
City of Hondo	2006-2007
City of Hurst	2005-2007
City of Josephine	2006-2007
City of Katy	2005
City of Kermit	2005-2007
City of Kilgore	2005
City of Lake Jackson	2006-2007
City of Leon	2005
City of Live Oak	2005-2007
City of Longview	2015
City of Lytle	2005-2007
City of Richland Hills	2005, 2007
City of Richmond	2005, 2009-2011, 2013-2016, 2019-2020
City of Rockdale	2005
City of Rosenberg	2005, 2007
City of San Marcos	2005, 2007
City of Schertz	2005, 2007
City of Sealy	2005
City of Silsbee	2005
City of Stephenville	2005, 2007
City of Sugar Land	2005, 2007, 2013
City of Sweeny	2005, 2007
City of Universal City	2005, 2007, 2014
Clear Lake City Water Authority	2007
Fort Bend County MUD No. 25	2010-2012, 2014
Green Valley SUD	2005, 2007
Grey Forest Water System	2018



THE WATERS AT COLLINS

Richmond, Fort Bend County, TX

August 24, 2020



WATERS AT COLLINS

DISCUSSION TOPICS

- ▶ Parking allocation
- ▶ Area drainage
- ▶ Real estate taxes / PILOT
- ▶ Next steps
- ▶ Questions ...



WATERS AT COLLINS

CONCEPTUAL SITE PLAN – PARKING COMPLIANCE

CALCULATIONS

UNIT MIX: 15.58 A.C.

1 beds = 90 x 1.5 = 135
2 beds = 116 x 2 = 232
3 beds = 16 x 3 = 48
4 beds = 2 x 3 = 6
total units = 224

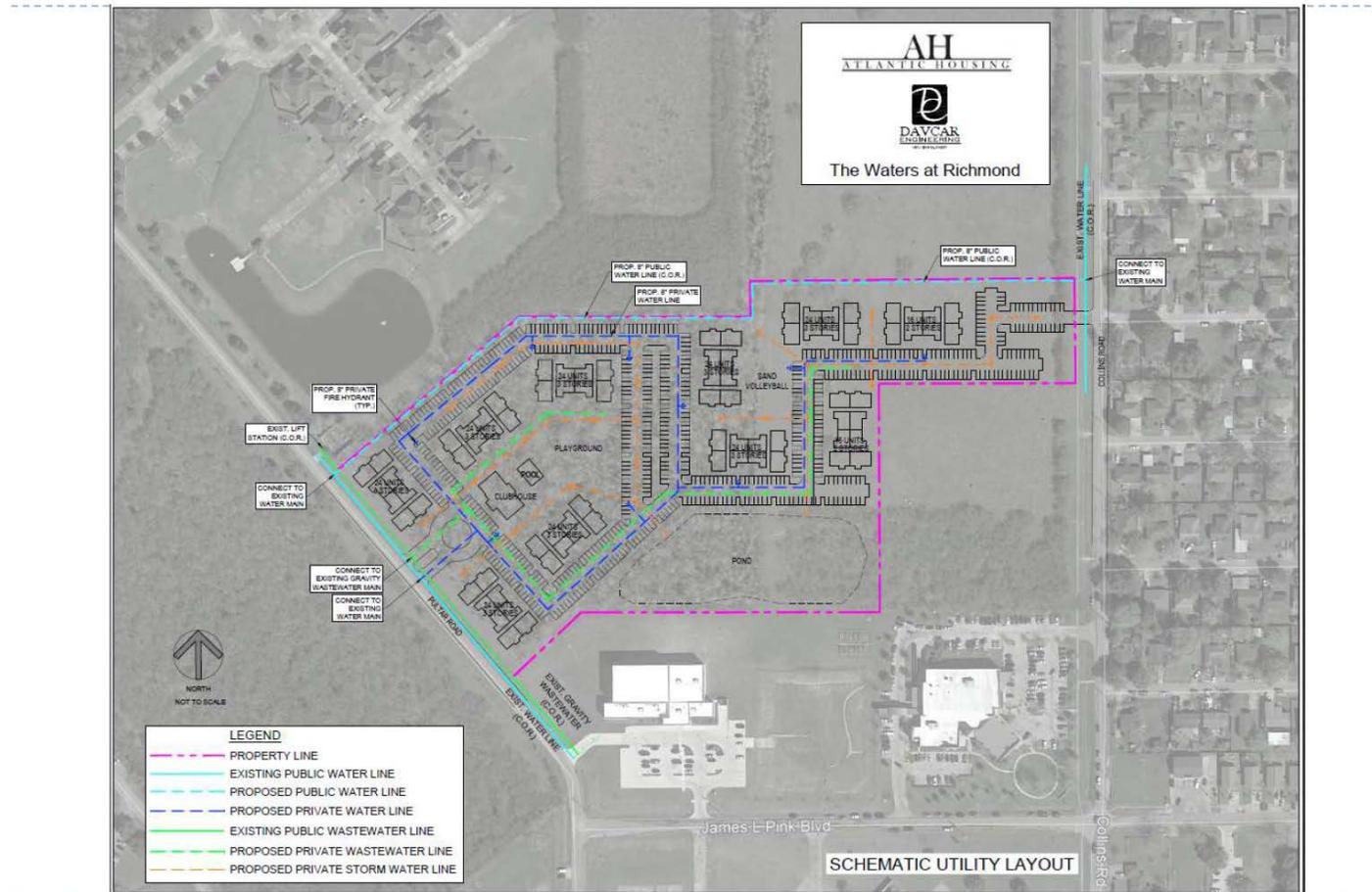
parking req'd = 421
10% overflow = 43
parking prov'd = 464



- ▶ 224 units (50%, 60%, & 80% AMI)
- ▶ Parking compliance per the updated spec at 1.1 spaces per bedroom (1.22 provided)
- ▶ 2 & 3 story walk-up, garden style
- ▶ Affordable housing for working families
- ▶ Safety & security measures
- ▶ Controlled access (gated)
- ▶ Access from Collins and Pultar Rd.
- ▶ Clubhouse, activity center, pool, playgrounds, sand volleyball
- ▶ Menu of resident services
- ▶ On site resident coordinator
- ▶ Blend of tree preservation and screening/buffer against utilities, building location and parking

WATERS AT COLLINS

PROJECTED UTILITY CONNECTIONS



- ▶ Drainage history in area recognized
- ▶ A drainage study will be prepared overseen by our civil engineer to confirm no adverse effect upon project completion.
- ▶ The new sidewalk along Collins should produce more efficient drainage. This will be considered in the drainage study.
- ▶ Excess capacity in the detention area will be evaluated for 'excess capacity' that may help alleviate potential drainage constraints.
- ▶ Final design of storm water runoff will be meet code and not cause any adverse impact to drainage in the area.
- ▶ Atlantic will 'partner' with the City of Richmond to work together to assure efficient drainage.

WATERS AT COLLINS

COMMITMENT BY CIVIL ENGINEER (Email 8/19/20)

Kent,

In regards to concerns about the Waters at Richmond project potentially worsening existing drainage conditions, please note that our project will be designed to comply with all requirements and regulations of the City of Richmond. Moreover, the project will be designed to control post-developed stormwater runoff such that discharges leaving the site are at or below the pre-developed site condition.

In more lay terms, we will design a stormwater detention pond (or look at possibly expanding the existing detention pond) to temporarily store stormwater runoff from our site and release it downstream at a controlled rate to avoid any adverse downstream impacts.

Thanks,
Thomas



THOMAS DUVALL, PE, LEED AP

DAVCAR Engineering

1010 Land Creek Cove, Suite 200, Austin, TX 78746
Main: 512.328.4428

EMAIL thomas@davcar.com **DIRECT** 512.828.7814

WATERS AT COLLINS

REAL ESTATE TAX CALCULATION AND P.I.L.O.T.

- ❑ FMV for an affordable community is calculated differently than conventional approach ^^
- ❑ Valuation of an affordable community is predicated on the income approach, not sales comparables

Tax Payment Allocation **						
<i>City of Richmond</i>						
Projected Real Estate Taxes:	\$	297,778	(Income Approach calculation)			
Annual Taxes Due from Asset:	\$	148,889	(@ 50% exemption per LIHTC program assuming current tax rates)			
Objective:	Assure asset generates \$50,000 per year to the City of Richmond					
	Taxing Unit	Rate	%	Est. Taxes	Shortfall	Total
	Lamar County ISD	1.39	54.4%	\$ 81,063.73		
	Fort Bend County Drainage	0.019	0.7%	\$ 1,108.07		
	Fort Bend County General Fund	0.445	17.4%	\$ 25,952.06		
	City of Richmond	0.699	27.4%	\$ 40,765.14	\$ 9,234.86	\$50,000.00
	Total	2.553		\$ 148,889.00		
Projected annual contribution by Asset:					\$ 9,234.86	
	<i>** Based on Income Approach as required</i>					

^^ Each year HUD publishes updated income limits and rents which will have a direct impact on the final calculations once the project is 100% complete.

WATERS AT COLLINS

NEXT STEPS

- ❑ Development Agreement (executed by Atlantic / City / George Foundation)
- ❑ Execute PSA on the 15.5-acre site
- ❑ Demonstrate Land Control – share PSA with Fort Bend County HFC
- ❑ Secure Inducement Resolution to file with TX Bond Review Board
- ❑ Issuance of Certificate of Reservation to the bond allocation

WATERS AT COLLINS

QUESTIONS ...





City of Richmond

Where History Meets Opportunity

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600 Morton Street

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CONSENT AGENDA

1. Meeting Minutes for Meetings listed on Agenda.



STATE OF TEXAS
COUNTY OF FORT BEND
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in a Workshop/Special Session on July 20, 2020 at 9:00 a.m.

Mayor Pro Tem Carl Drozd proceeded to call the meeting to order at 9:00 a.m. via video conference pursuant to Texas Government Code, Section 551.125, as amended, and as modified by the temporary suspension of various provisions thereof effective March 16, 2020, by the Governor of Texas in accordance with the Texas Disaster Act of 1975, all as related to the Governor's proclamation on March 13, 2020, certifying that the COVID-19 pandemic poses an imminent threat of disaster and declaring a state of disaster for all counties in Texas. All members of the public may participate in the meeting via video conference call.

A quorum was present, with the following members in attendance:

Evalyn W. Moore, Mayor - **Absent**
Terry Gaul, Commissioner P1
Barry Beard, Commissioner P2
Carl Drozd, Commissioner P3
Alex BeMent, Commissioner P4 – Virtual Waiting Room at 8:50, Joined at 9:10
Terri Vela, City Manager
Gary Smith, City Attorney
Howard Christian, Assistant City Manager
Laura Scarlato, City Secretary

Mayor Pro Tem Drozd proceeded to pass over Agenda items 2 through 4 and proceeded to Agenda item 5.

Agenda item A2, Presentations

- a. Employee Recognition for Service with the City of Richmond -
 - Angela Griffin, 20 years of service, Police Department
- b. Presentation on the Annual Fine and Fee Collection Report by Perdue, Brandon, Fielder, Collins and Mott LLP.
- c. Update on Wayside Horns/Quiet Zones.

Agenda item A3, Public Comments.

Agenda item A4, Public hearing to receive comments for or against a request by HW 589 Holdings LLC (owner of the subject site) and the City of Richmond, to zone an approximate 116.78 acres of land, the former Fort Bend Country Club to MU, Mixed-use district and to the extent the zoning deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide for an amendment thereto. The subject site is located along the north side of FM 762 Road. It is abutting George Memorial Library and Fairway at Bellevue Apartments to the west, Ironwood Forest residential subdivision to the north, and Del Webb Residential subdivision to the east.

Mayor Pro Tem Drozd inquired if there were any Consent Agenda items to be discussed for agenda item A5. The following items were pulled for discussion:

- Gaul - A5 (16) and A5 (17)
- Beard - A5 (2), A5 (3), A5 (4), A5 (6), A5 (8)
- Drozd - None
- BeMent - None
- C.M. Vela – A5 (18)

A5 (2) Fire Department: Commissioner Beard questioned the number of code violations still open from 2018. Chief Mike Youngblood stated that the open cases have been turned over to the Building and Standards Commission where additional time has been given or are working with the property owners on an individual basis. City Manager Vela stated the violations that are being resolved by the Building and Standards Commission are noted on the report. It was stated by the Chief that Public Works and Code Compliance Officer Kay Moss are working closely to resolve the violations.

A5 (3) Police Department: Commissioner Beard expressed the importance of citizen contacts that are traditionally in the Beat Reports. City Manager Vela stated there have been conversations with new Police Chief Craig concerning the modernization of the Police Report. Commissioner Beard understood due to CoVid, the interactions reported have been reduced which is understandable but doesn't want to lose the citizen input. Commissioner Beard stated, "although the report is archaic, the intentions are good". Police Chief Craig stated the Police Department is looking for more ways to interact with citizens while practicing social distancing. The Chief understands the importance of citizen interactions. Commissioner Drozd stated the Commission looks forward to meeting him and welcomes him aboard. Chief Craig stated he is happy to be at Richmond.

A5 (4) Municipal Court: Commissioner Beard asked to gain a sense of the status of Municipal Court and how the citizens are reacting to virtual court. City Manager Vela stated Court has been providing "Virtual Court" via a YouTube Channel for two months. Court Administrator Carol Trujillo stated that Virtual Court began the first week of May and has occurred weekly. It has been very successful; people attend from their vehicles allowing them less time away from their jobs. City Manager Vela stated the report shows 63 hearings and 38 no shows. Court Administrator Trujillo stated the no shows

consist of citizens that request hearings and then do not appear or lack of a valid contact phone number. Commissioner Beard asked that collections have decreased, is this due to CoVid? Court Administrator Trujillo stated they are down from 2019 but they have increased since April 2020 which is encouraging.

A5 (6) Finance Department: Commissioner Beard stated that with regards to sales tax, the City is doing remarkably well in spite of the CoVid epidemic. Finance Director Justin Alderete stated the more appropriate term for sales tax is “shockingly well”. There was a slight blip in June 2020, but July 2020 will reflect a 10% increase. There was a discussion regarding the Utility Fund and the \$840,000 improvement. Finance Director Alderete stated that the rate changes approved April 15, 2019 and the reduction in water use during the Spring of 2019 due to increased rainfall resulted in the change. Finance Director Alderete stated the long-term capital improvements would be in the budget with City Manager Vela stating the projects have been identified.

A5 (8) Planning Department: Commission Beard inquired if adjustments to the Unified Development Code (UDC) needed to be made to the Old Town District so that non-conforming buildings could be modified with out the stringent rules of the UDC. City Planner Jose Abraham indicated that the Planning Department is currently reviewing the UDC as to the district.

A5 (16) and A5 (17) Street Dedications: Commission Gaul inquired why the street dedications were brought before the Commission versus the usual procedure of approving the entire plat. City Planner Abraham stated it is a preferred timing issue by the applicant or developer.

A5 (18) Meeting Dates: City Manager Vela pointed out there will be three special meetings in the month of August to adhere with the Public Hearing requirements of the tax rate and the budget. There would not be a Regular Session on August 17th as normally scheduled. Commissioner BeMent asked if the meetings would be in person or via Zoom. City Manager Vela stated it was her hope to have them face to face. Several modifications have been made at the Annex to facilitate the meetings being in person as soon as possible.

Agenda item A6, Present FY 2020-2021 Budget per Charter, Section 7.02. Commission shall name the date and place of a public hearing and shall have published in official newspaper no less than 10 days before - Set public hearing for Budget, Per Section 7.05 for September 7, 2020 at City Hall Annex, 600 Morton Street. There was no discussion or questions.

Agenda item A7, to review and consider taking action on Ordinance No. 2020-19, Zoning an approximate 116.78 acres of land, the former Fort Bend Country Club to MU, Mixed-use district and to the extent the zoning deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide for an amendment thereto. The subject site is located along the north side of FM 762 Rd. It is abutting George Memorial Library and Fairway at Bellevue Apartments to the west, Ironwood Forest residential

subdivision to the north, and Del Webb Residential subdivision to the east. Commissioner Gaul inquired as to the enforcement of requirements for the properties adjacent. Commissioner Beard inquired if the citizens at Par Lane Townhouses were being considered. City Planner Abraham reported the Par Lane citizens attended the Planning and Zoning Commission Meeting and had no objections or concerns. This acreage was recently annexed into the City's Limits. There was a lengthy discussion with many questions. City Planner Abraham stated this is an ordinance to assign a zoning designation to Mixed Use and to amend the Future Land Use Plan of the Comprehensive Master Plan to reflect the approved zoning designation. The site is an expansion of the Veranda Residential Development based on the provisions of a Development Agreement (DA) between the City and HW 589 Holdings LLC in March 2017. Johnson Development has partnered with another entity with commercial expertise to develop the commercial site was provided by City Manager Terri Vela. The agenda item was closed.

Mayor Pro Tem Drozd introduced agenda item A8, to review and consider taking action on a General Plan Amendment – Veranda – 705.2 +/- acres of land. The subject site is the Veranda Master Planned Community. City Planner Abraham provided answers to questions regarding the revisions to the DA, detention area and commercial site. City Planner Abraham provided a comparison map of the current General Plan and the proposed General Plan reflecting the change in zone designations. The Veranda Residential Development is governed by a Development Agreement approved in 2015 and amended in 2017. This proposed amendment changes the land-use layout within the former Country Club Tract to allow for a park and a multi-family development in addition to commercial and single-family residential use allowed by the current General Plan. The agenda item was closed.

Agenda item A9, Review and consider taking action on a Preliminary plat - Veranda at 762 – 64.4 acres of land – 0 Lots – 1 Block – 1 Reserve. The subject site is a section within Veranda Master Planned Community, located within the former Country Club tract. There was no discussion or questions for agenda item A9.

Mayor Pro Tem Drozd introduced agenda item A10, review and consider taking action on Resolution No. 332-2020, accepting four storm sewer easements from MHI Partnership LTD for the Mandola Farms development and authorizing the Mayor to execute the easements. Commissioner Beard stated he appreciated the “no objections” letter provided by Kaluza, Inc., the City Engineer. Commissioner Gaul requested a map integrating the overall plan. Commissioner Beard inquired as to the drainage plans and if they would be more efficient. City Manager Vela stated that staff and the City Engineer have been sensitive to the existing concerns and to allow no additional harm to the citizens but allow for improvement. It was also stated that several years ago there was a Public Hearing where existing citizens expressed their concerns therefore the City has watched very closely not to create additional flooding. The City Engineer has been equally cognizant of the drainage. There were no additional questions or comments.

Agenda item A11, to review and consider taking action on Resolution No. 333-2020, appointment of Zoning Board of Adjustment Board Members. City Manager Vela provided the background of the Board and stated the City received emails from the current members all with the expressed interest to continue to serve. The applications that were initially provided when nominated are in the file and can be provided upon request. There was no discussion.

Agenda item A12, Review and consider taking action on Resolution No. 334-2020, appointment of Parks and Recreation Board Members. City Manager Vela stated she had received an email from Pat Pittman and a verbal confirmation from Barbara Johnson of their desire to continue to remain on the Board. Commissioner Drozd suggested for both boards to have staggering term expiration dates so that they do not expire on the same year. City Attorney Gary Smith stated the terms are determined by the Texas Statue, but he would review the possibility. The agenda item was closed.

Mayor Pro Tem introduced agenda item A13, to Review and consider taking action on awarding a construction contract for the Burlington Northern Santa Fe Quiet Zone authorizing the City Manager to execute a construction contract with DVL Enterprises, LLC. Commissioner Beard inquired as to the location of the quiet zones that the contract would cover. City Manager Vela stated this is an effort to move the project forward so the City can have an end date. There are two projects, one for supplemental safety measures and the other for the wayside horn system. This agenda request is for the quiet zone project on the BNSF line and median upgrade at the Collins Road Union Pacific crossing. Commission Beard asked if the possibilities of plastic delineators was considered to decrease the cost. Assistant City Manager Howard Christian noted the decision had been made that the delineators were not as attractive and the additional cost of adding a concrete median was not significant. The agenda item was closed.

Agenda item A14, to Review and consider taking action on the Resolution No. 336-2020, Central Fort Bend Chamber Contract between the City and the Development Corporation. City Manager Vela provided the background of the Chamber Contract stating the change from previous years is for the contract to renew for three consecutive annual periods. The language “shall” changed to “will” based on Chamber comments. Commissioner Gaul inquired if the contract would come before the Commission annually for approval or would it automatically renew. City Manager Vela stated the Development Corporation of Richmond would approve annually since they pay for the membership services. The agenda item was closed with no further discussion.

Mayor Pro Tem Drozd introduced agenda item A15, to Review, discuss updates and consider taking action on local orders related to the COVID-19 pandemic, consistent with Executive Orders issued by Governor Abbott. City Manager Vela stated that the City expected an announcement on Friday, July 17th from Governor Abbott’s office, however no declaration was made. The City is continuing to follow the local guidelines of the Center for Disease Control (CDC) and Fort Bend County. There were no questions or comments.

Agenda item A16, Excuse from Attendance at Regular City Commission Meeting. No comments.

Agenda item A17, to consider taking action on requests for future agenda items. Commissioner Beard requested staff provide the Commission with the current guidelines for political signs.

With no further business to discuss, Mayor Pro Tem Drozd declared the meeting adjourned at 10:12 a.m.

APPROVED:

Evalyn W, Moore, Mayor

Attest:

Laura Scarlato, City Secretary



STATE OF TEXAS
COUNTY OF FORT BEND
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Regular Session on July 20, 2020 at 4:30 p.m.

Mayor Moore proceeded to call the meeting to order at 4:30 p.m. via video conference pursuant to Texas Government Code, Section 551.125, as amended, and as modified by the temporary suspension of various provisions thereof effective March 16, 2020, by the Governor of Texas in accordance with the Texas Disaster Act of 1975, all as related to the Governor's proclamation on March 13, 2020, certifying that the COVID-19 pandemic poses an imminent threat of disaster and declaring a state of disaster for all counties in Texas. All members of the public may participate in the meeting via video conference call.

A quorum was present, with the following members in attendance:

Evalyn W. Moore, Mayor
Terry Gaul, Commissioner P1
Barry Beard, Commissioner P2
Carl Drozd, Commissioner P3
Alex BeMent, Commissioner P4
Terri Vela, City Manager
Gary Smith, City Attorney
Howard Christian, Assistant City Manager
Laura Scarlato, City Secretary

Mayor Moore proceeded to make the following presentation for agenda item A2:

- a. Employee Recognition for Service with the City of Richmond -
 - Angela Griffin, 20 years of service, Police Department. A picture of Angela and her plaque will be taken at a later time.
- b. Presentation on the Annual Fine and Fee Collection Report by Perdue, Brandon, Fielder, Collins and Mott LLP. Michael Siwierka was present to provide an update on the collections for the City of Richmond. The firm cleared 65.85% of what was turned over to the agency. The zip codes were provided with the most outstanding fines being Richmond and Rosenberg. It was asked if at some point does a write off occur since the offenses date back to 1998. Mr. Siwierka stated that is a policy issue of the City of Richmond. Richmond is at the top of the list as far as being able to collect locally and falls in the middle statewide. The top offenders moneywise, reside in Missouri City and Sugar Land. Overall, the report and the City reflected positive results.
- c. Update on Wayside Horns/Quiet Zones. The presentation was given by Assistant City Manager Howard Christian providing the background of the quiet zones which began in 2017. The City has

received a bid to complete the project which has been separated into two so that the process can be moved forward. The contractor has indicated the median upgrades and supplemental safety measures, signage and barricades will be completed in 100 days. The second phase which is the wayside horns hopefully will be completed by the end of the year. The quiet zone project consists of the BNSF crossing at FM 1640 and the UP crossing at Collins Road.

Agenda item A3, Public Comments.

Samantha Rodgers ~ 5807 Chaste Court, Rosenberg, Texas 77471

Ms. Rodgers addressed the Commission requesting the Jaybird Monument be removed from the east side of City Hall. Ms. Rodgers spoke at the June 15, 2020 meeting during public comments as well. Ms. Rodgers stated the statue "glorifies white supremacy". The historical timeline was recited (with errors) to the Commission. Ms. Rogers provided a definition of systemic racism.

Agenda item A4, Public hearing to receive comments for or against a request by HW 589 Holdings LLC (owner of the subject site) and the City of Richmond, to zone an approximate 116.78 acres of land, the former Fort Bend Country Club to MU, Mixed-use district and to the extent the zoning deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide for an amendment thereto. The subject site is located along the north side of FM 762 Road. It is abutting George Memorial Library and Fairway at Bellevue Apartments to the west, Ironwood Forest residential subdivision to the north, and Del Webb Residential subdivision to the east. No comments therefore the item was closed.

Mayor Moore inquired if there were any Consent Agenda items to be discussed for agenda item A5. There were no items pulled for discussion. Commissioner Beard made the motion to approve the Consent Agenda item A5 in its entirety with Commissioner Gaul seconding the motion. The vote was unanimous to approve.

Agenda item A6, Present FY 2020-2021 Budget per Charter, Section 7.02. Commission shall name the date and place of a public hearing and shall have published in official newspaper no less than 10 days before - Set public hearing for Budget, Per Section 7.05 for September 7, 2020 at City Hall Annex, 600 Morton Street. Finance Director Justin Alderete presented the specifics of the budget in great detail. The citizens can expect no increase in the tax rate for the next FY and no increase in the water and sewer rates. The sales tax is expected to grow by 3%. The City is committed to continuing to maintain the existing service levels. There will be a focus on capital projects, maintaining assets and emergency preparedness. A fleet replacement fund will be established, which is new. Finance Director Alderete reviewed the highlights of the different major funds. Key dates were provided for workshops to receive feedback and the public hearing. There were no questions. Commissioner Gaul made the motion to schedule the public hearing for the FY 2020-2021 Budget on September 7, 2020 to be held at the City Hall Annex, 600 Morton Street.

- **PLEASE NOTE – Following agenda item A14, Commissioner BeMent made the motion to reconsider the Public Hearing date. Commissioner Beard seconded the motion. Commissioner Gaul**

remade the motion to set the Public Hearing for Budget, Per Section 7.05 for September 8, 2020 at City Hall Annex, 600 Morton Street due to a conflict. Commissioner Drozd seconded the motion and the vote was unanimous.

Agenda item A7, to review and consider taking action on Ordinance No. 2020-19, Zoning an approximate 116.78 acres of land, the former Fort Bend Country Club to MU, Mixed-use district and to the extent the zoning deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide for an amendment thereto. The subject site is located along the north side of FM 762 Rd. It is abutting George Memorial Library and Fairway at Bellevue Apartments to the west, Ironwood Forest residential subdivision to the north, and Del Webb Residential subdivision to the east. Commissioner Beard stated *“I look at this with mixed emotions, the Fort Bend Country Club was a fixture in our community for a long time and now going forward, this is a chance to create a fixture for the future”*. There were no questions. Commissioner Drozd made the motion to approve Ordinance No. 2020-19, Zoning an approximate 116.78 acres of land, the former Fort Bend Country Club to MU, Mixed Use district and to the extent the zoning deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide an amendment thereto. The subject site is located along the north side of FM 762 Rd. It is abutting George Memorial Library and Fairway at Bellevue Apartments to the west, Ironwood Forest residential subdivision to the north, and Del Webb Residential subdivision to the east. (Commissioner Drozd stated Multi-Use but it was corrected). Commissioner Beard seconded the motion and the vote was unanimous to approve.

Mayor Moore introduced agenda item A8, to review and consider taking action on a General Plan Amendment – Veranda – 705.2 +/- acres of land. The subject site is the Veranda Master Planned Community. City Planner Jose Abraham provided the background of the Development Agreement with HW 589 Holdings, LLC and the General Plan. It was stated the property was recently annexed into the City limits. Staff recommends approval of this final plat conditioned upon addressing the comments listed below: 1) Revise General Notes to reflect the accurate date of the annexation of Old Country Club tract and 2) Revise “Future Development” designation to indicate specific land use. The ordinance approved in agenda item A7 which approved the General Plan allocated Mixed-use to the northern most tract (16.5 acres). Commissioner BeMent confirmed this amendment has no impact to the Development Agreement. Commissioner Beard made the motion to approve the General Plan Amendment – Veranda – 705.2 +/- acres of land. Commissioner Gaul seconded the motion and the vote was unanimous to approve.

Agenda item A9, Review and consider taking action on a Preliminary plat - Veranda at 762 – 64.4 acres of land – 0 Lots – 1 Block – 1 Reserve. The subject site is a section within Veranda Master Planned Community, located within the former Country Club

tract. City Planner Abraham provided the background for this plat and stated staff recommends approval with two conditions. There was no discussion and Commissioner Drozd made the motion to approve the Preliminary plat - Veranda at 762 – 64.4 acres of land – 0 Lots – 1 Block – 1 Reserve. Commissioner Beard seconded the motion and the vote was unanimous to approve.

Mayor Moore introduced agenda item A10, review and consider taking action on Resolution No. 332-2020, accepting four storm sewer easements from MHI Partnership LTD for the Mandola Farms development and authorizing the Mayor to execute the easements. There was no discussion regarding this agenda item. Commissioner Beard made the motion to approve Resolution No. 332-2020, accepting four storm sewer easements from MHI Partnership LTD for the Mandola Farms development and authorizing the Mayor to execute the easements. Commissioner Drozd seconded the motion and the vote was unanimous to approve.

Agenda item A11, to review and consider taking action on Resolution No. 333-2020, appointment of Zoning Board of Adjustment Board Members. City Manager Vela provided the background of the Board and stated the City received emails from the current members all with the expressed interest to continue to serve. The applications that were initially provided when nominated are in the file and can be provided upon request. There was no discussion. Mayor Moore made the following nominations:

Stephen Doggett	Position 2	Commission Ratification - Unanimous
Ralph Gonzales	Position 4	Commission Ratification - Unanimous
Harold Mathis	Position – Alternate	Commission Ratification - Unanimous
Michael Scherer	Position 3	Commission Ratification - Unanimous

Commissioner Beard made the motion to approve Resolution No. 333-2020, appointment of Zoning Board of Adjustment Board Members. Commissioner Drozd seconded the motion and the vote was unanimous to approve.

Agenda item A12, Review and consider taking action on Resolution No. 334-2020, appointment of Parks and Recreation Board Members. City Manager Vela stated she had received an email from Pat Pittman and a verbal confirmation from Barbara Johnson of their desire to continue to remain on the Board. There was no discussion. Mayor Moore made the following nominations:

Barbara Johnson	Position 4	Commission Ratification – Unanimous
Pat Pittman	Position 7	Commission Ratification - Unanimous

Commissioner Beard made the motion to approve Resolution No. 334-2020, appointment of Parks and Recreation Board Members. Commissioner Gaul seconded the motion and the vote was unanimous to approve.

Mayor Moore introduced agenda item A13, to Review and consider taking action on awarding construction contract for the Burlington Northern Santa Fe Quiet Zone authorizing the City Manager to execute a construction contract with DVL Enterprises, LLC. Assistant City Manager Howard Christian provided the elements of the contract to

be considered. The City received one bid for the proposed quiet zone project. The work scope includes median construction or reconstruction at FM 1640 and Collins Road, installation of barricades, signage and pavement markings, and traffic control at all locations. The total base bid was \$92,143.50 which has been reduced from the initial bid due to mathematical error. Commissioner Drozd made the motion to approve construction contract for the Burlington Northern Santa Fe Quiet Zone authorizing the City Manager to execute a construction contract with DVL Enterprises, LLC including FM 1640 and Collins Road. Commissioner Beard seconded the motion and the vote was unanimous to approve.

Agenda item A14, to Review and consider taking action on the Resolution No. 336-2020, Central Fort Bend Chamber Contract between the City and the Development Corporation. City Manager Terri Vela provided the specifics of the contract with a renewal for three consecutive annual periods being the change from previous years. There was no discussion or questions. Commissioner Beard made the motion to approve the Resolution No. 336-2020, Central Fort Bend Chamber Contract between the City and the Development Corporation. Commissioner BeMent seconded the motion. The vote was unanimous to approve.

Mayor Moore introduced agenda item A15, to Review, discuss updates and consider taking action on local orders related to the COVID-19 pandemic, consistent with Executive Orders issued by Governor Abbott. City Manager Vela stated that the City expected an announcement on Friday, July 17th from Governor Abbott's office, however no declaration was made. The City is continuing to follow the local guidelines of the Center for Disease Control (CDC) and Fort Bend County. There were no questions or comments.

Agenda item A16, Excuse from Attendance at Regular City Commission Meeting. There were no excuses to approve, the agenda item was closed.

Agenda item A17, to consider taking action on requests for future agenda items. Commissioner Beard requested staff provide the Commission with the current guidelines for political signs. There were no other requests, the agenda item was closed.

Agenda item A18 to adjourn to Executive Session, as authorized by Texas Government Code, Sections 551.071, Consultation with Attorney, The Mayor adjourned into Executive Session at 5:35 p.m.

The Commission reconvened into Open Session at 6:34 p.m. with no action taken in Executive Session.

With no further business to discuss, Mayor Moore declared the meeting adjourned at 6:34 p.m.

APPROVED:

Evalyn W, Moore, Mayor

ATTEST:

Laura Scarlato, City Secretary



STATE OF TEXAS
COUNTY OF FORT BEND
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Workshop/Special Session on August 3, 2020 at 4:30 p.m.

Mayor Moore proceeded to call the meeting to order at 4:30 p.m. via video conference pursuant to Texas Government Code, Section 551.125, as amended, and as modified by the temporary suspension of various provisions thereof effective March 16, 2020, by the Governor of Texas in accordance with the Texas Disaster Act of 1975, all as related to the Governor's proclamation on March 13, 2020, certifying that the COVID-19 pandemic poses an imminent threat of disaster and declaring a state of disaster for all counties in Texas. All members of the public may participate in the meeting via video conference call.

A quorum was present, with the following members in attendance:

Evalyn W. Moore, Mayor
Terry Gaul, Commissioner P1
Barry Beard, Commissioner P2
Carl Drozd, Commissioner P3
Alex BeMent, Commissioner P4 - **Absent**
Terri Vela, City Manager
Howard Christian, Assistant City Manager (ACM)
Gary Smith, City Attorney
Laura Scarlato, City Secretary

Agenda item A2, Public Comments were opened and there were no citizens signed up to speak therefore the agenda item was closed.

Agenda item A3, Review and discuss FY 2020-21 Annual Budget Workshop to discuss Revenue and Expenditures. The Finance Director Justin Alderete provided a presentation to the Commission focusing on the Revenue and Expenses. The two major operating funds are the General Fund and Utility Fund which includes water and sewer. The traditional government services are Police, Fire, Public Works and Parks, etc. There are two categories, operating revenues (taxes and fees for services) and operating expenditures (salaries and contractual services). The non-operating revenues were defined as debt payment transfers, etc. and non-departmental are expenses not tied to a department such as insurance. The budget was built to allow for

flexibility and to ensure that the Cities operation and service levels are maintained. Finance Director Alderete provided the key assumptions which were the following: no increase in the property tax rate, no increase in water and sewer rates, no new positions and no general salary increases. Director Alderete expects a sales tax growth of approximately 3% and health insurance to increase by 7%. Property tax is the City's most stable funding source and allows the City to continue to meet service level commitments. Sales tax is extremely volatile and is impacted by changes in the economy. It makes up approximately 40% of the total operating revenue. The City has adopted the base budget approach. Director Alderete reviewed the budget changes, base budget additions and departmental requests. Police and Fire Departments are the majority of the expenditures by department. The Utility Fund is financed by charges for service and the City receives benefits by acting as the operator for several MUDs. Utility revenues are significantly impacted by rainfall and drought. The capital improvement projects were reviewed with the largest being the water line rehabilitation and the Development Corporation carry-over projects. The upcoming dates were reviewed with the public hearing to adopt the budget being set at September 8, 2020. Commissioner Drozd inquired if the generators budgeted would be several small ones or one large one and which would be more cost effective. ACM Howard Christian stated they would be placing a small generator in the Water Facility which is critical and upgrading the one in the Street Department. It was stated the small generators are very effective and inexpensive. Both were recommendations from the electrical engineer that is contracted with the City. Commissioner Drozd also inquired if the Fleet Replacement Fund would be based on mileage or year of the vehicle. ACM Christian stated it is a combination of both and the type of vehicle. Vehicle Maintenance Department maintains a computer program that tracks the information involved with repairs by the number of work orders. Commissioner Beard questioned the East Wastewater Treatment Plant and the milestones that were put in place when the Plant was approved. City Manager Vela stated there were easement acquisitions among over things that need to be started. ACM Christian stated it is a balance because it would be cheaper to complete now versus in the future. Commissioner Gaul stated he was uncomfortable with the drawdown of the fund balance due to transfers. Director Alderete stated the funds are sufficient and that the proposed drawdown in fund balance and is over and above the minimum fund balance policy requirement of 90 days. The City proposes drawdowns for purchases of one-time expenditures and monitors funds to ensure they are sufficient throughout the year. With no additional questions, the agenda item was closed.

Agenda item A4, Review and accept 2020 Certified Appraisal Roll. Finance Director Aldrete presented the letter from the County Tax Assessor-Collector with a total market value of \$907,931,517 and a total taxable value of \$575,276,327. The New Current Taxable for new improvements totaled \$18.6 million however since receiving the letter a revised statement has been received stating the new improvements were overstated by \$1.753 million. The total tax value with properties being protested added back in at \$14.7 million brings to a total of \$589 million. Commissioner Beard asked

what the value was for 2019 which was \$562,107,243. Therefore, the values are slightly higher this year. Commissioner Drozd inquired about the status of the request for value rollbacks to 2019. City Manager Vela stated the City did send a request to Governor Abbott but is doubtful it will occur. With no more discussion, Commissioner Beard made the motion to accept the 2020 Certified Appraisal Roll and Commissioner Drozd seconded the motion. The vote was unanimous to approve.

With no further business to discuss, Mayor Moore declared the meeting adjourned at 5:28 p.m.

APPROVED:

Evalyn W. Moore, Mayor

Attest:

Laura Scarlato, City Secretary



STATE OF TEXAS
COUNTY OF FORT BEND
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Special/Workshop Session on August 10, 2020 at 4:30 p.m.

Mayor Moore proceeded to call the meeting to order at 4:30 p.m. via video conference pursuant to Texas Government Code, Section 551.125, as amended, and as modified by the temporary suspension of various provisions thereof effective March 16, 2020, by the Governor of Texas in accordance with the Texas Disaster Act of 1975, all as related to the Governor's proclamation on March 13, 2020, certifying that the COVID-19 pandemic poses an imminent threat of disaster and declaring a state of disaster for all counties in Texas. All members of the public may participate in the meeting via video conference call.

A quorum was present, with the following members in attendance:

Evalyn W. Moore, Mayor
Terry Gaul, Commissioner P1
Barry Beard, Commissioner P2
Carl Drozd, Commissioner P3
Alex BeMent, Commissioner P4
Terri Vela, City Manager
Howard Christian, Assistant City Manager (ACM)
Gary Smith, City Attorney
Laura Scarlato, City Secretary

Agenda item A2, Public Comments were opened and there were no citizens signed up to speak therefore the agenda item was closed.

Mayor Moore introduced agenda item A3, Review and discuss FY 2020-21 Annual Budget Workshop to discuss Tax Rate and Additional Budget Discussions. In accordance with Section 26.06 of the Texas Tax Code "NOTICE, HEARING, AND VOTE ON TAX INCREASE", consider taking action on the maximum tax rate to be published be set at \$0.687772. The public hearing having already been set on September 8, 2020, at 4:30 PM, at 600 Morton Street. Finance Director Justin Alderete provided a presentation regarding the property tax rate. It was reviewed where the City is in the budget process and how property taxes have been impacted by the legislature passing of Senate Bill 2 in 2019. Senate Bill 2 lowered the voter approval rate from 8%

to 3.5% and a City having a population less than 30,000, it must calculate a De minimis tax rate. Finance Director Alderete stated the average home value has increased from \$92,012 in 2009 to \$136,000 in 2019. The tax rate has been reduced from \$0.79 to \$0.687772 over a ten-year period. To comply with the Truth in Taxation provision, the City will be publishing notices in the newspaper, website and holding public hearings. The upcoming dates for the budget process were reviewed and then the floor was opened for questions. Commissioner Gaul questioned the proposed tax rate being carried out to six places and what the impact would be if the rate was rounded to fewer places. Commissioner Beard stated the City had the leeway for the rate to be higher without triggering a citizen vote but to be prudent to the citizens it should be as low as possible. There were no further questions. Commissioner Beard made the following motion, "In accordance with Section 26.06 of the Texas Tax Code NOTICE, HEARING, AND VOTE ON THE TAX INCREASE, I move that the maximum tax rate published be set at \$0.687772. The public hearing having already been set for September 8, 2020, at 4:30 PM, at 600 Morton Street". The affirmative votes were taken to accept the proposed tax rate of \$0.687772.

Mayor Moore – Aye

Commissioner Gaul - Aye

Commissioner Beard – Aye

Commissioner Drozd - Aye

Commissioner BeMent – Aye

Agenda item A4, Review and consider taking action on Ordinance No. 2020-22, requiring wearing a mask/face covering for City facilities. City Manager Terri Vela introduced the agenda item stating the ordinance before them is for consideration and feedback with the anticipation of reopening the City facilities to the public. It is being proposed for the safety of the citizens and employees. Commissioner Gaul expressed concerns with the ordinance being permanent and the need to repeal in order to remove it. Commissioner Gaul suggested a trigger based on the state or federal orders. Commissioner Drozd requested the definition of a facial covering be more defined in order to insure proper terminology. Commissioner Gaul inquired if the ordinance was necessary. Commissioner Beard stated he was not comfortable with the \$250 fine. City Attorney Gary Smith stated he would research the provision allowing for a warning due to noncompliance. The language will be revised and with no action, the agenda item was closed.

Mayor Moore introduced agenda item A5, Review and consider taking action on Ordinance No. 2020-01 calling a General Election to elect the Mayor on May 2, 2020 and postponed until November 3, 2020 by Ordinance No. 2020-10. City Manager Terri Vela introduced the agenda item stating the need to amend the General Election ordinances. Commissioner Gaul expressed concern that the document stated a three-

year term when in fact the term will be short by six months due to the postponement. Commissioner Drozd stated the charter sets the date for the terms. Commissioner Beard did not see a need for change. Commissioner Beard made the motion to approve Ordinance No. 2020-20 providing for a General Election scheduled to be held on May 2, 2020 and postponed until November 3, 2020, for the purpose of electing a Mayor for a term of office from 2020 to 2023 consistent with the Charter; providing for a joint election scheduled on May 2, 2020 and postponed until November 3, 2020, with other entities contracting with Fort Bend County for this joint election; providing for election precincts and polling places; providing for repeal; providing for severability; and containing other provisions relating to the subject. Commissioner Drozd seconded the motion and the vote was passed unanimously.

Agenda item A6, to review and consider taking action on Ordinance No. 2020-21, calling a special election to submit propositions on amendments to the City of Richmond Home Rule Charter. City Attorney Gary Smith provided a presentation of the proposed Charter Amendments that are being recommended by staff. There are six propositions being recommended to bring the City Charter into alignment with the Constitution. City Attorney Smith reviewed each one in detail with Commissioner questions being asked and answered. Commissioner Beard made the motion to approve Ordinance No. 2020-21 calling a special election to be held on November 3, 2020 in the City of Richmond, Texas to submit propositions on amendments to the City of Richmond Home Rule Charter, relating to election of Mayor and Commissioners by majority vote; filling a vacancy in the office of Mayor or Commissioner; in the event of the absence of two commissioners, counting the Mayor's presence toward the quorum and allowing the Mayor to vote; allowing the cancellation of a general election as provided by state law; precluding the referendum process from applying to Comprehensive Plans and Master Plans; allowing the annexation of additional territory as provided by state law; making provision for the conduct of the election; resolving other matters incident and related to such election; providing for severability; and containing other provisions relating to the subject. Commissioner Drozd seconded the motion and the vote was unanimous to approve.

With no further business to discuss, Mayor Moore declared the meeting adjourned at 5:33 p.m.

APPROVED:

Evalyn W. Moore, Mayor

Attest:

Laura Scarlato, City Secretary



CONSENT AGENDA

2. Fire Department Report.



RICHMOND
FIRE DEPARTMENT
...WE'LL BE THERE

Richmond Fire Department

July

Activity Report 2020





Richmond Fire Department

Michael Youngblood
Fire Chief

To: City Commission
From: Michael Youngblood Fire Chief
CC: Terri Vela, City Manager, File
Date: August 3, 2020
Re: Monthly Report July 2020

Chief's report,

With COVID cases continuing to rise, the department continues to be attentive to practicing safe measures recommended by the CDC for emergency responders. The department instituted increased safety measures to meet recommendations for interacting with the public as well as day to day activities in common areas of the fire house.

Fire Prevention and Code Enforcement have increased activities related to visiting local businesses to offer assistance with compliance and ways to access assistance and support for small businesses. Prior to leaving the establishment, the Inspector provides information about how the Inspector may be personally reached for further information or assistance if needed. We are striving to establish our personnel as diplomatic liaisons for these businesses during the COVID-19 event.

Even with increased number of calls and measures taken to reduce risks of contracting the COVID-19 virus, training programs continue and requirements to meet Texas Commission on Fire Protection and Texas Department of State Health Services are being met.

COVID-19 Update: With the "Burn Rate" increasing, we are submitting bi-weekly requests for supplies to ensure we stay ahead of the curve for COVID-19 related supplies.

"You have to find a way to respect these new boundaries [related to coronavirus], but still live the version of life you're used to. That's what life is, regardless of circumstance." Caroline Wright



City Of Richmond

WHERE HISTORY MEETS OPPORTUNITY

Divisional Reports

- Fire Marshal's Fire Prevention Report
- Fire Operations Report
- Training & Education Report
- Code Enforcement Report

CITY OF RICHMOND FIRE MARSHAL'S OFFICE

200 HOUSTON STREET • RICHMOND, TEXAS 77469

PHONE 281-238-1210 • FAX 281-238-1215

www.richmondffd.com



Fire Marshal's Report July 2020

August 3, 2020

Mayor and Commissioners,

In the month of July, the Fire Prevention staff continued to concentrate on Fire & Safety Inspections. The Fire Prevention Staff conducted 63 initial inspections with 15 follow-ups. All staff members continued to take some on-line TCOLE training and CFI (Certified Fire Investigator) training to further their knowledge. The staff continued to drive the city to check on the businesses to ensure that they were following the orders issued by the City Mayor, County Judge and Texas Governor. During this time no business were found to be in violation.

Fire Marshal's Office activity report for July 2020 listed below:

ARME Inspections- 1

Division Meeting- 1

Fire Sprinkler Inspections- 3

Knox Equipment- 4

Plan Review- 17

Assist Building Department- 2

Fire & Safety Follow-up- 15

Property Checks- 8

Citations Issued- 1

Bandit Sign Removal- 21

Fire Alarm Inspections- 3

Fire Suppression (Vent Hood)- 1

Occupancy Inspections- 14

Assist Other Agency- 2

Fire & Safety Inspections- 63

Meetings Attended- 7

Training- 6

Warnings Issued- 1

Thanks,

A handwritten signature in blue ink that reads "Albert Cantu".

Albert Cantu,
Fire Marshal

"The Richmond Fire Marshal's Division is committed to providing our community with a professional fire and life safety program through comprehensive fire protection plan reviews, informative occupancy inspections, effective fire and life safety code enforcement in order to reduce the loss of life and property of the citizens of the City of Richmond. We will strive to maintain an unmatched level of professionalism and support to our community"



Richmond Fire Department

Fire Operations Report

July 2020

Response Calls

July 1st, 2020 to July 31st, 2020

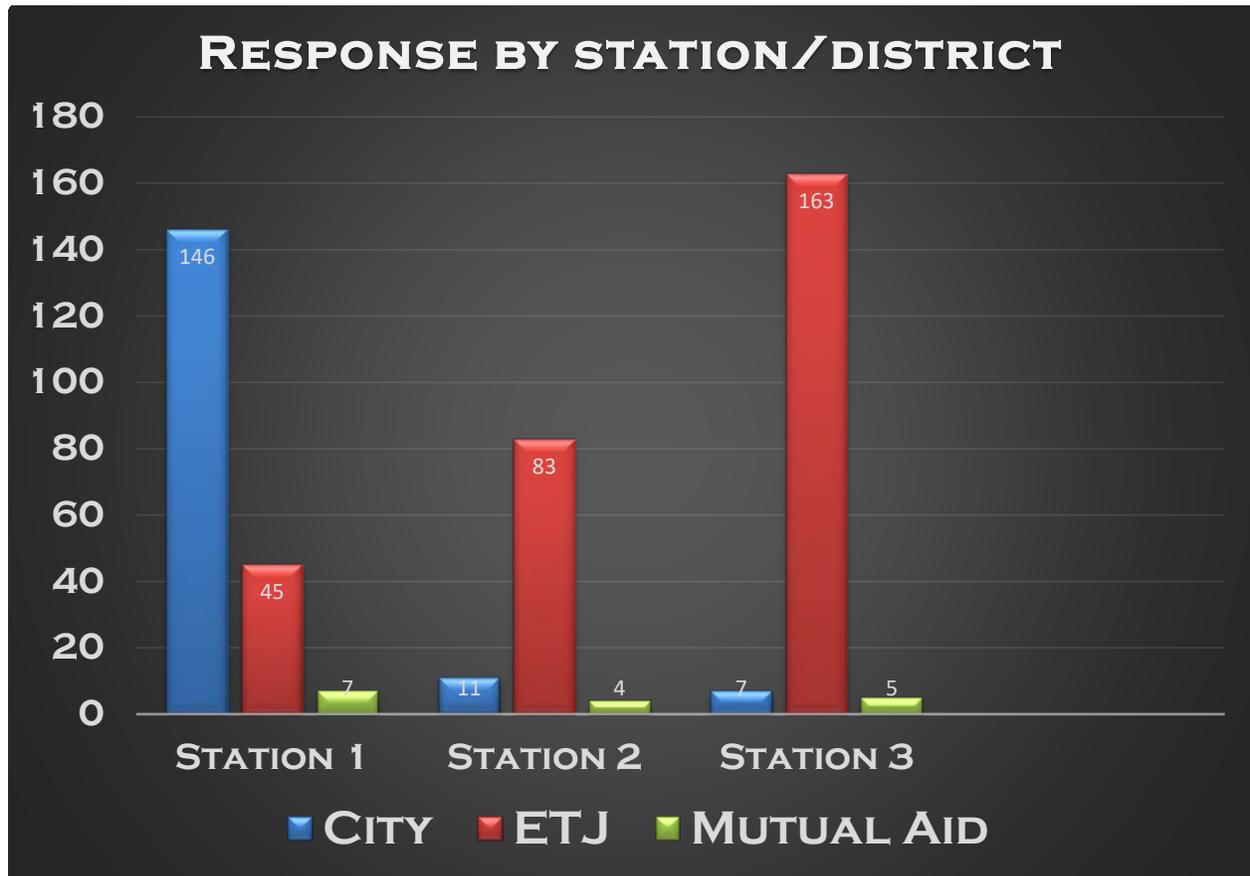
Call Type	# of Incidents	Percentage	Year-to-Date	July 2019	July 2018
Fires	24	5.07%	141	26	15
Explosion, Fireworks	0	0%	2	1	0
Rescue/Emergency Medical Incident	328	69.38%	1,956	288	267
Motor Vehicle Accidents	17	3.59%	157	24	31
Hazardous Condition, no fire	8	1.69%	70	11	10
Service Calls	24	5.07%	138	20	19
Good Intent Calls	6	1.26%	62	12	13
False Alarm/False Call, Fire Alarms	63	13.31%	350	39	43
Special Incident Type, City Ordinance Violation	3	0.63%	17	3	4
Totals	473	100%	2,893	424	402



Richmond Fire Department

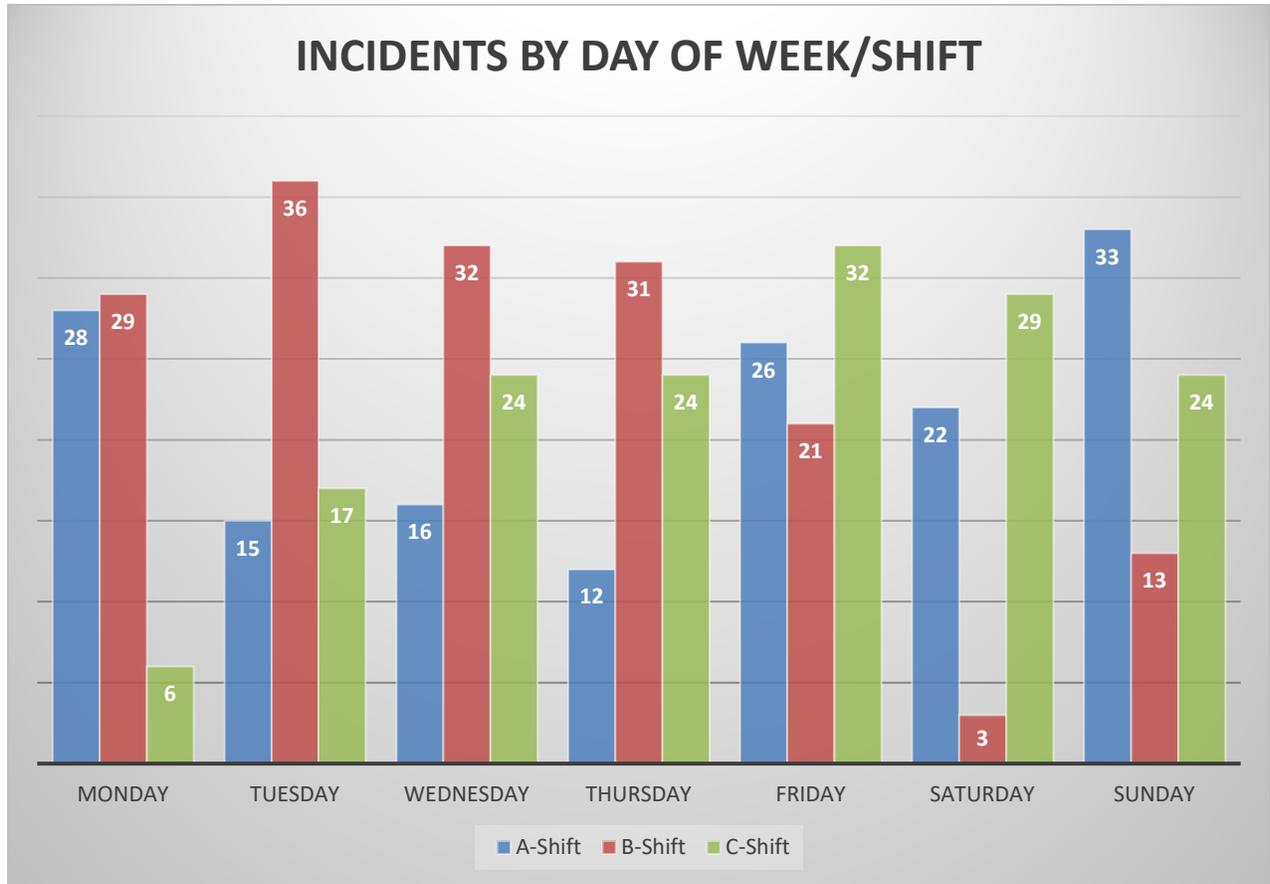
Fire Operations Report

July 2020





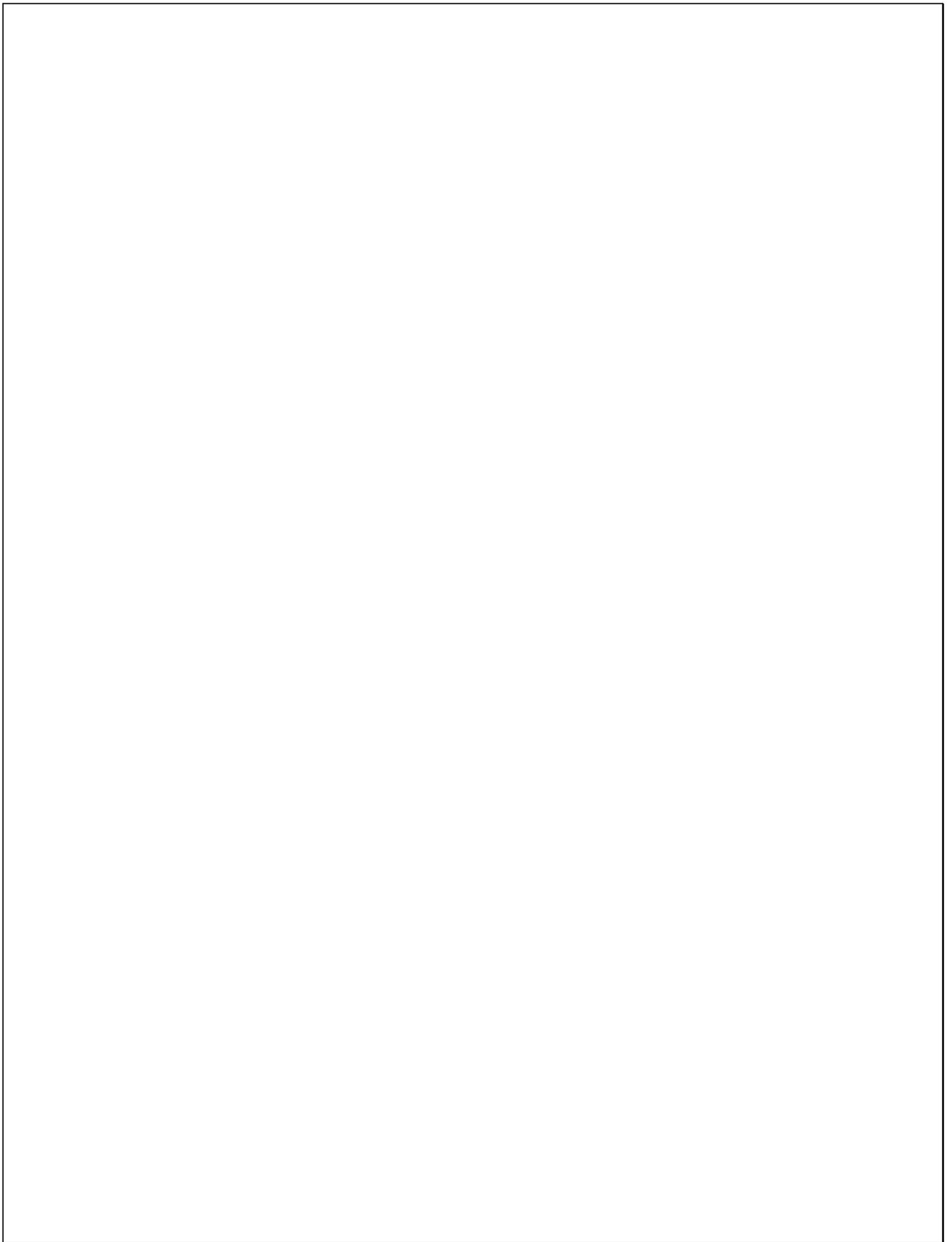
Richmond Fire Department
Fire Operations Report
July 2020



Total Incidents by Month/Shift

July 1st, 2020 to July 31st, 2020

A-Shift	151
B-Shift	165
C-Shift	157





Richmond Fire Department

Aaron Hafer
Training Division



August 3, 2020

Re: Activity Report for July 2020 Mayor and Commissioners,

During the month of July, the Training Division concluded the High-Water Vehicle training and the shift training at the Fort Bend Country Club that began last month. In addition, the Fire Marshal's Office also conducted a joint training at the Fort Bend County Club with Stafford and Missouri City Fire Departments. The training consisted of a mock fire scene and gave investigators a chance to practice their skills in looking for evidence, speaking with witnesses, and determining the fires origin. The training was beneficial to all that participated and provided reminders to investigators of the importance of methodically building a case while determining the cause of a fire.

The probationary firefighters have all completed Phase 2 of their FTO and are getting close to concluding the program in early August. All are doing a great job and are really fitting in well with the RFD family.

The Training Division also conducted an internal audit of the training hours need for each discipline per TCFP requirements. Most members have well over the needed amount, but for those that need hours in certain areas, the Training Division has created a plan to allow those individuals to complete their hours well before the renewal deadline. All personnel should have the training hours completed by the end of August, two months prior to the renewal deadline.

The department logged 427.25 hours of training for the month of July. Looking forward to the month of August, the Training Division will conclude the FTO program for four probationary firefighters and gather the CE training hours required for personnel state certifications to be renewed.

Respectfully,

Aaron Hafer

Attachments: Training Analysis Report for July 2020 – FIREHOUSE

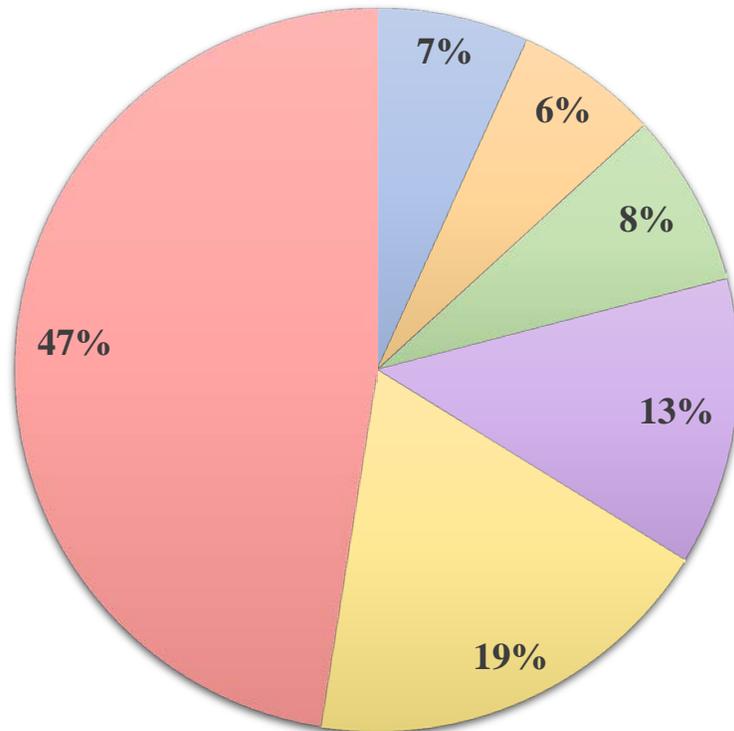


Richmond Fire Department

Aaron Hafer
Training Division



Training Breakdown



- Apparatus Pump Operations Training
- Ventilation Training
- EMS Training
- Forcible Entry Training
- Hazardous Materials Training
- Fire Related Training

RICHMOND

Training Analysis by Category

Class Date Between {07/01/2020} And {07/31/2020}

Category	Classes	Pct of Classes	Attendees	Pct Attendees
EDU02 RULT	1	1.61%	1	0.00%
EMS01 Emergency Medical Services Overview	1	1.61%	1	0.00%
EMS08 Intubation/Advanced Airway	1	1.61%	4	2.00%
EMS13 Medical	1	1.61%	3	1.50%
EMS19 Pharmacology/Medications	1	1.61%	3	1.50%
EOC02 Operation and Planning	1	1.61%	5	2.50%
EOC04 Genral Emergency Preparedness	2	3.23%	11	6.00%
FIRE03 Fire Behavior	1	1.61%	3	1.50%
FIRE04 Firefighter Safety	1	1.61%	3	1.50%
FIRE09 Report Writing	2	3.23%	12	6.00%
FIRE10 Fire Territory and Response Districts	1	1.61%	4	2.00%
FIRE11 Personal Protective Equipment Overview	5	8.06%	7	3.50%
FIRE19 Forcible Entry	1	1.61%	11	6.00%
FIRE22 Fire Streams and Hydraulics	1	1.61%	4	2.00%
FIRE24 Water Supplies	1	1.61%	4	2.00%
FIRE25 Ventilation	1	1.61%	11	6.00%
FIRE31 Fire Apparatus Familiarization	4	6.45%	14	7.00%
FIRE32 Fire Apparatus Pump Operations	4	6.45%	17	9.00%
FIRE33 Engine/Pumper Operations	3	4.84%	8	4.00%
FIRE46 Foam Operations	2	3.23%	7	3.50%
FIRE55 Thermal imaging	1	1.61%	4	2.00%
FIRE57 Drafting	2	3.23%	7	3.50%
FP01 General Fire Prevention	1	1.61%	3	1.50%
FP04 Inspections	1	1.61%	2	1.00%
FP06 Public Relations & Fire Safety Education	1	1.61%	2	1.00%
FP11 Code Enforcement Analysis	1	1.61%	2	1.00%

HZMT01 Hazardous Materials Overview	1	1.61%	1	0.
HZMT03 Hazmat Technician	6	9.68%	7	3.
INV01 General Fire Investigation	5	8.06%	7	3.
INV03 Fire Origin and Cause Determination	2	3.23%	4	2.
LE01 Law Enforcement Overview	1	1.61%	1	0.
TRAFFIC National Traffic Incident	1	1.61%	1	0.
WILDLAND Wildland Firefighter	4	6.45%	8	4.
Totals <hr/>	62		<hr/> 182	

08/03/202 10:02

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OFFICE OF CODE COMPLIANCE

200 HOUSTON STREET, RICHMOND, TX 77469

(281) 238-1210

Code Compliance

Monthly Report July 2020

During July, mandates restricting outdoor activities were again instituted. Along with these restrictions we found that citizens required more time and assistance with complying with ordinance violations pertaining to property maintenance and clean up. Calls requesting additional time to come into compliance are evaluated and approved case by case.

The Code Enforcement Division also assists with visiting businesses offering assistance with understanding and complying with regulations regarding Pandemic protocols for safe physical distancing and proper Personal Protective Equipment required to help protect patrons as well as employees of the business. We also verify business ownership and ensure we have current contact information (Phone numbers, emails, and names) to contact owners/managers in the event of an emergency or to share business assistance opportunities offered through government or non-profit programs. Local businesses having information about assistance programs may become more critical as time passes.

“In the law receiver’s perspective, the paramount quandary is of “right interpretation”. **Henrietta Newton Martin**

Thank you for your support.

Kay Moss

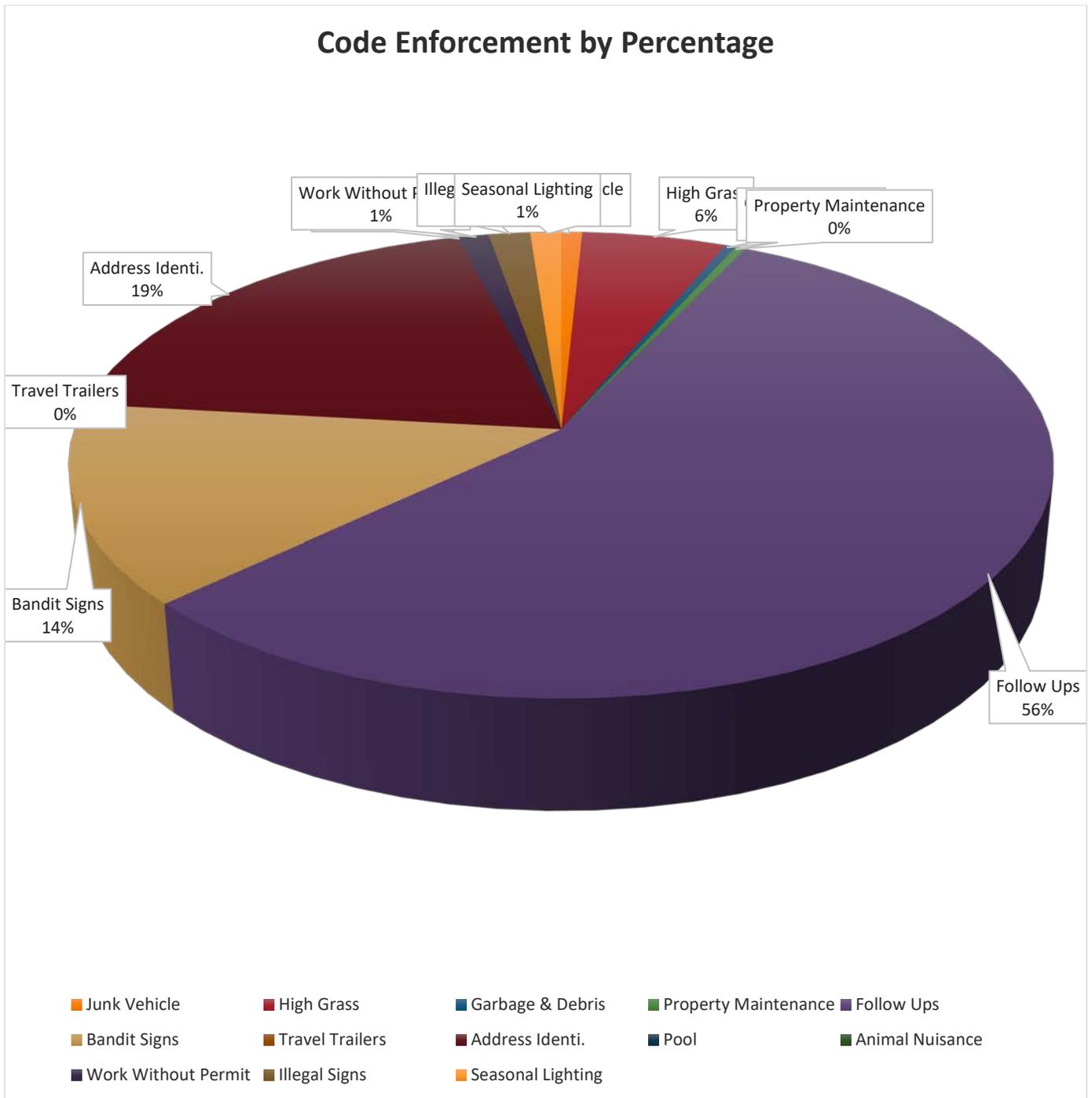
Code Compliance Office

The Code Enforcement Division protects property values and improves the health, safety, and welfare of citizens by obtaining compliance with nuisance, building, zoning, land development, environmental and other codes and ordinances through effective, expeditious and equitable enforcement of the codes. The Division places an emphasis on achieving voluntary code compliance through education, communication and cooperation.

CODE COMPLIANCE

JULY 2020

Report prepared by Kay Moss



CODE COMPLIANCE WITH DISPOSITION

<u>Case #</u>	<u>Case Date</u>	<u>Address of Violation</u>	<u>Description of Violation</u>	<u>Status</u>	<u>Complied How</u>
20200617	7/20/2020	1310 Preston	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200614	7/21/2020	721 Highway 90-A	Tall Grass/Brush/Weeds	Open	
20200613	7/21/2020	1141 Highway 90-A	Tall Grass/Brush/Weeds	Open	
20200612	7/21/2020	1101 Highway 90-A	Tall Grass/Brush/Weeds	Open	
20200611	7/21/2020	1015 Highway 90-A	Tall Grass/Brush/Weeds	Open	
20200610	7/21/2020	2117 Lamar Dr.	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200609	7/21/2020	1104 Powell St.	Tall Grass/Brush/Weeds	Open	
20200608	7/16/2020	1410 Evergreen	Other	Open	
20200607	7/16/2020	1409 Evergreen	Other	Open	
20200606	7/16/2020	1411 Evergreen	Other	Closed	Courtesy Letter
20200605	7/16/2020	1601 Laurel Oaks	Other	Closed	Courtesy Letter
20200604	7/16/2020	1607 Laurel Oaks	Other	Open	
20200603	7/16/2020	1604 Laurel Oaks	Other	Closed	Courtesy Letter
20200602	7/16/2020	1609 Laurel Oaks	Other	Closed	Courtesy Letter
20200601	7/16/2020	1606 Laurel Oaks	Other	Open	
20200600	7/16/2020	1610 Laurel Oaks	Other	Closed	Courtesy Letter
20200599	7/16/2020	1615 Laurel Oaks	Other	Open	
20200598	7/16/2020	1711 Laurel Oaks	Other	Open	
20200597	7/16/2020	1710 Laurel Oaks	Other	Closed	Courtesy Letter
20200596	7/16/2020	1803 Laurel Oaks	Other	Closed	Courtesy Letter
20200595	7/15/2020	712 Lettie St.	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200594	7/15/2020	603 Lettie St.	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200593	7/14/2020	610 Lettie St.	No Permit	Open	
20200592	7/14/2020	1804 Laurel Oaks	Other	Closed	Courtesy Letter
20200591	7/14/2020	1809 Laurel Oaks	Other	Closed	Courtesy Letter
20200590	7/14/2020	1815 Laurel Oaks	Other	Closed	Courtesy Letter
20200589	7/14/2020	1819 Laurel Oaks	Other	Closed	Courtesy Letter
20200588	7/14/2020	1821 Laurel Oaks	Other	Closed	Courtesy Letter
20200587	7/14/2020	1820 Laurel Oaks	Other	Closed	Courtesy Letter

20200586	7/14/2020	1822 Laurel Oaks	Other	Open	
20200583	7/14/2020	1101 Jenny	Junked Vehicle	Closed	Courtesy Letter
20200582	7/14/2020	20430 Southwest FRWY	Tall Grass/Brush/Weeds	Closed	Enforcement letter
20200581	7/8/2020	1621 Chestnut	Other	Closed	Courtesy Letter
20200580	7/8/2020	1502 Chestnut	Other	Open	
20200579	7/8/2020	1509 Chestnut	Other	Closed	Courtesy Letter
20200578	7/8/2020	1511 Chestnut	Other	Open	
20200577	7/8/2020	1510 Chestnut	Other	Open	
20200576	7/8/2020	1515 Chestnut	Other	Open	
20200575	7/8/2020	1517 Chestnut	Other	Open	
20200574	7/8/2020	1522 Chestnut	Other	Open	
20200573	7/8/2020	1920 Teakwood	Other	Closed	Courtesy Letter
20200572	7/8/2020	1917 Teakwood	Other	Open	
20200571	7/8/2020	1615 Chestnut	Other	Open	
20200570	7/8/2020	1619 Chestnut	Other	Closed	Courtesy Letter
20200569	7/8/2020	2015 Lamar Dr.	Other	Closed	Courtesy Letter
20200568	7/8/2020	2001 Lamar Dr	Other	Open	
20200567	7/7/2020	604 Fairway	Other	Open	
20200566	7/7/2020	Fields St	Other	Open	
20200565	7/7/2020	Lydia St.	Garbage and Rubbish	Closed	Courtesy Letter
20200564	7/7/2020	211 Calhoun	Tall Grass/Brush/Weeds	Open	
20200563	7/7/2020	211 Calhoun St	Garbage and Rubbish	Open	
20200562	7/7/2020	903 Center	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200561	7/7/2020	819 Fields	Other (Property Maintenance)	Closed	Courtesy Letter
20200560	7/7/2020	806 Barrett	No Permit	Open	
20200559	7/7/2020	1613 George Ave.	No Permit	Closed	Face to Face
20200558	7/1/2020	2001 Lamar Dr.	Other	Open	
20200557	7/1/2020	2001 Crestwood	Other	Closed	Courtesy Letter
20200556	7/1/2020	2003 Crestwood	Other	Open	
20200555	7/1/2020	2002 Crestwood	Other	Open	
20200554	7/1/2020	2008 Crestwood	Other	Closed	Courtesy Letter
20200553	7/1/2020	2012 Crestwood	Other	Closed	Courtesy Letter
20200552	7/1/2020	2015 Crestwood	Other	Open	
20200551	7/1/2020	2116 Crestwood	Other	Closed	Courtesy Letter

20200550	7/1/2020	2114 Crestwood	Other	Closed	Courtesy Letter
20200549	7/1/2020	2111 Crestwood	Other	Closed	Courtesy Letter
20200548	7/1/2020	2106 Crestwood	Other	Closed	Courtesy Letter
20200547	7/1/2020	2104 Crestwood	Other	Closed	Courtesy Letter
20200546	7/1/2020	2100 Crestwood	Other	Open	
20200545	7/1/2020	2101 Lamar Dr	Other	Closed	Violation letter
20200544	6/30/2020	2107 Lamar Dr	Other	Open	
20200543	6/30/2020	2111 Lamar Dr	Other	Closed	Courtesy Letter
20200542	6/30/2020	2111 Lamar Dr	Other	Open	
20200541	6/25/2020	2110 Dowling	Other	Closed	Face to Face
20200540	6/25/2020	1205 Goliad	Other	Closed	Courtesy Letter
20200539	6/25/2020	1606 Jenny	Other	Open	
20200538	6/25/2020	406 Collins	Other	Closed	Courtesy Letter
20200537	6/25/2020	411 Fannin St.	Other	Closed	Violation letter
20200536	6/12/2020	1800 Block Richmond Parkway	Tall Grass/Brush/Weeds	Open	Courtesy Letter
20200534	6/18/2020	1921 Teakwood	Other	Open	
20200533	6/17/2020	115 Douglas	Other	Closed	Courtesy Letter
20200532	6/17/2020	605 North Second	Other	Closed	Courtesy Letter
20200531	6/17/2020	600 North Second St.	Other (Address)	Open	
20200530	6/17/2020	507 North Second	Other (Address)	Open	
20200529	6/17/2020	506 North Second St.	Other (Seasonal lighting)	Open	
20200528	6/17/2020	506 North Second St.	Other (Address)	Open	
20200527	6/17/2020	410 North Third	Other	Open	
20200526	6/17/2020	515 North Third	Other	Open	
20200525	6/17/2020	604 North Third	Other	Closed	Courtesy Letter
20200524	6/17/2020	612 North Third	Other	Closed	Courtesy Letter
20200523	6/17/2020	709 North Fourth	Other	Open	
20200522	6/17/2020	707 North Fourth	Other	Open	
20200521	6/17/2020	701 North Fourth	Other	Open	
20200520	6/17/2020	609 North Fourth	Other	Open	
20200519	6/17/2020	600 North Fourth St	Dangerous Pool	Closed	Courtesy Letter
20200518	6/17/2020	506 North Fourth St.	Other	Closed	Courtesy Letter
20200517	6/17/2020	615 Austin	Tall Grass/Brush/Weeds	Open	
20200516	6/17/2020	501 Travis	Other	Open	

20200515	6/17/2020	503 Travis	Other	Open	
20200514	6/17/2020	904 South Third	Other	Closed	Courtesy Letter
20200513	6/17/2020	411 Travis St.	Other	Closed	Courtesy Letter
20200512	6/17/2020	703 South Third	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200511	6/17/2020	1400 FM 2218	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200510	6/17/2020	541 Highway 90-A	Tall Grass/Brush/Weeds	Closed	Violation letter
20200509	6/17/2020	521 Highway 90-A	Tall Grass/Brush/Weeds	Closed	Violation letter
20200508	6/17/2020	1202 Jenny	Other	Closed	Courtesy Letter
20200507	6/17/2020	804 CENTER	Garbage and Rubbish	Open	
20200506	6/17/2020	804 CENTER	Tall Grass/Brush/Weeds	Open	
20200505	6/17/2020	703 Center	Other	Closed	Courtesy Letter
20200504	6/17/2020	1102 Leonard	Other	Closed	Courtesy Letter
20200503	6/17/2020	616 Center	Other	Closed	Courtesy Letter
20200502	6/17/2020	604 Center	Other	Closed	Courtesy Letter
20200501	6/16/2020	1205 Inwood	Parking	Closed	Door hanger
20200500	6/16/2020	1101 South Third	Tall Grass/Brush/Weeds	Closed	Force Mow
20200499	6/16/2020	205 Clark St.	Garbage and Rubbish	Open	
20200498	6/12/2020	1000 Richmond Parkway	Other	Closed	Courtesy Letter
20200497	6/12/2020	1513 Chestnut	Other	Closed	Violation letter
20200496	6/12/2020	1515 Chestnut	Animal Complaint/Nuisance	Closed	Face to Face
20200495	6/11/2020	203 Fannin	Other	Closed	Courtesy Letter
20200494	6/11/2020	203 Fannin	Other	Closed	Courtesy Letter
20200493	6/11/2020	307 Fannin	Other	Closed	Violation letter
20200492	6/11/2020	313 Fannin	Other	Open	
20200491	6/11/2020	407 Fannin	Other	Closed	Courtesy Letter
20200490	6/11/2020	407 Fannin	Other	Closed	Courtesy Letter
20200489	6/11/2020	409 Fannin	Other	Closed	Violation letter
20200488	6/11/2020	411 Fannin	Other	Closed	Courtesy Letter
20200487	6/11/2020	509 Fannin	Other	Closed	Enforcement letter
20200486	6/11/2020	907 South Sixth	Tall Grass/Brush/Weeds	Closed	Force Mow
20200485	6/11/2020	911 South Sixth	Tall Grass/Brush/Weeds	Open	
20200484	6/11/2020	1003 South Seventh	Other	Open	
20200483	6/11/2020	1009 South Seventh St.	Other	Closed	Violation letter
20200482	6/11/2020	1009 South Seventh St.	Other	Closed	Violation letter

20200481	6/11/2020	1011 South Sixth	Other	Open	
20200480	6/10/2020	721 Lettie	Tall Grass/Brush/Weeds	Closed	Force Mow
20200479	6/10/2020	505 Burnet	Other	Closed	Violation letter
20200478	6/10/2020	502 Burnet	Tall Grass/Brush/Weeds	Closed	Violation letter
20200477	6/10/2020	413 Burnet	Other	Closed	Courtesy Letter
20200476	6/10/2020	404 Burnet	Other	Closed	Courtesy Letter
20200475	6/10/2020	400 Burnet	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200474	6/10/2020	300 Burnet	Other	Closed	Violation letter
20200473	6/10/2020	1109 South Third	Other	Open	
20200472	6/10/2020	1106 South Third	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200471	6/10/2020	214 Wheaton	Dangerous Pool	Closed	Courtesy Letter
20200470	6/10/2020	209 Wheaton	Other	Closed	Violation letter
20200469	6/10/2020	203 Wheaton	Other	Closed	Violation letter
20200468	6/10/2020	111 Wheaton	Other	Closed	Courtesy Letter
20200467	6/10/2020	1202 Richmond Parkway	Tall Grass/Brush/Weeds	Open	
20200466	6/10/2020	217 Collins	Garbage and Rubbish	Open	
20200465	6/10/2020	817 Center St.	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200464	6/10/2020	1008 South Sixth	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200463	6/4/2020	219 CLark	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200462	6/4/2020	603 Center	Tall Grass/Brush/Weeds	Closed	Enforcement letter
20200461	6/4/2020	610 Fields St	Tall Grass/Brush/Weeds	Open	
20200460	6/4/2020	810 Lettie	Junked Vehicle	Closed	Enforcement letter
20200459	6/4/2020	1310 Preston	Tall Grass/Brush/Weeds	Closed	Violation letter
20200458	6/4/2020	1400 Preston	Tall Grass/Brush/Weeds	Closed	Violation letter
20200457	6/4/2020	311 Austin	Junked Vehicle	Closed	Violation letter
20200456	6/4/2020	311 Austin	Garbage and Rubbish	Open	
20200455	6/4/2020	1007 Preston	Tall Grass/Brush/Weeds	Open	
20200454	6/4/2020	1007 Preston	Garbage and Rubbish	Open	
20200453	6/4/2020	1007 Preston St	Dangerous Fence	Open	
20200452	6/4/2020	419 Clay	Other	Closed	Courtesy Letter
20200451	6/3/2020	1502 Lamar	Garbage and Rubbish	Closed	Violation letter
20200450	6/3/2020	1110 Clay	Garbage and Rubbish	Closed	Courtesy Letter
20200449	6/3/2020	411 Clay	Other	Closed	Violation letter
20200448	6/3/2020	415 Clay	Other	Closed	Courtesy Letter

20200447	6/3/2020	421 Clay	Other	Closed	Courtesy Letter
20200446	6/3/2020	503 Clay	Other	Closed	Violation letter
20200445	6/3/2020	501 Clay	Tall Grass/Brush/Weeds	Open	
20200444	6/3/2020	700 North Second	Other	Open	
20200443	6/3/2020	315 Preston	Tall Grass/Brush/Weeds	Closed	Violation letter
20200442	6/3/2020	704 Fields	Tall Grass/Brush/Weeds	Closed	Enforcement letter
20200441	6/3/2020	808 Fields	Tall Grass/Brush/Weeds	Open	Violation letter
20200440	6/3/2020	1019 North Tenth	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200439	6/3/2020	1101 San Jacinto	Dangerous Pool	Closed	Courtesy Letter
20200438	6/3/2020	1402 Center	Garbage and Rubbish	Closed	Courtesy Letter
20200437	6/3/2020	1202 Center	Junked Vehicle	Closed	Courtesy Letter
20200436	6/3/2020	1329 Edgewood	Other	Closed	Violation letter
20200435	6/3/2020	1301 Concord	Junked Vehicle	Closed	Courtesy Letter
20200434	6/3/2020	1200 Fair Oaks	Junked Vehicle	Closed	Courtesy Letter
20200433	6/1/2020	127 Emerald Loch	Animal Complaint/Nuisance	Open	
20200432	6/1/2020	1203 Alamo	Garbage and Rubbish	Closed	Courtesy Letter
20200431	6/1/2020	1603 Jenny	Other	Closed	Violation letter
20200430	6/1/2020	1606 JENNY	Other	Closed	Courtesy Letter
20200429	6/1/2020	1312 Jenny	Other	Closed	Courtesy Letter
20200428	6/1/2020	715 Riveredge	Garbage and Rubbish	Closed	Courtesy Letter
20200427	6/1/2020	1703 Rocky Falls	Other	Closed	Courtesy Letter
20200426	6/1/2020	1616 Branch	Other	Closed	Courtesy Letter
20200425	6/1/2020	2116 Gammon	Other	Open	
20200424	6/1/2020	1813 George	Garbage and Rubbish	Closed	Courtesy Letter
20200423	6/1/2020	1600 George	Dangerous Structure	Closed	Courtesy Letter
20200422	5/29/2020	603 Maiden	Tall Grass/Brush/Weeds	Closed	Force Mow
20200421	5/29/2020	205 Clark St.	Junked Vehicle	Open	
20200420	5/29/2020	1100 Jenny Ln	Garbage and Rubbish	Closed	Enforcement letter
20200419	5/29/2020	709 Collins	Other	Closed	Courtesy Letter
20200418	5/29/2020	Rufus & Center St.	Garbage and Rubbish	Closed	Courtesy Letter
20200417	5/29/2020	1002 Rufus St.	Tall Grass/Brush/Weeds	Closed	Force Mow
20200416	5/29/2020	1008 Morton	Tall Grass/Brush/Weeds	Closed	Enforcement letter
20200415	5/29/2020	506 Mable ST	Garbage and Rubbish	Open	
20200414	5/29/2020	711 N. Fourth St.	Junked Vehicle	Closed	Courtesy Letter

20200413	5/29/2020	1101 Highway 90-A	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200412	5/29/2020	1015 Highway 90-A	Tall Grass/Brush/Weeds	Closed	Violation letter
20200411	5/29/2020	721 Highway 90-A	Tall Grass/Brush/Weeds	Closed	Violation letter
20200410	5/29/2020	641 Highway 90-A	Tall Grass/Brush/Weeds	Closed	Enforcement letter
20200409	5/29/2020	621 Highway 90-A	Tall Grass/Brush/Weeds	Closed	Violation letter
20200408	5/29/2020	601 Highway 90-A	Tall Grass/Brush/Weeds	Closed	Violation letter
20200407	5/29/2020	1512 Rocky Falls	Tall Grass/Brush/Weeds	Closed	Enforcement letter
20200406	5/29/2020	1600 Rocky Falls	Tall Grass/Brush/Weeds	Closed	Enforcement letter
20200405	5/27/2020	606 Fairway	Other	Closed	Enforcement letter
20200404	5/27/2020	1111 Lydia	Junked Vehicle	Open	
20200403	5/27/2020	1117 Lydia ST.	Garbage and Rubbish	Closed	Courtesy Letter
20200402	5/27/2020	1117 Lydia ST.	Tall Grass/Brush/Weeds	Closed	Violation letter
20200401	5/26/2020	508 Center	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200400	5/26/2020	509 Center	Other	Closed	Courtesy Letter
20200399	5/26/2020	714 Center	Other	Open	
20200398	5/26/2020	1010 Lettie	Other	Open	
20200397	5/26/2020	1117 Lydia	Other	Closed	Courtesy Letter
20200396	5/26/2020	1109 Lydia	Other	Closed	Courtesy Letter
20200395	5/26/2020	1111 Lydia	Other	Open	
20200394	5/26/2020	602 Center	Other	Closed	Courtesy Letter
20200393	5/26/2020	1012 Center	Garbage and Rubbish	Open	
20200392	5/26/2020	1005 Center	Other	Closed	Enforcement letter
20200391	5/26/2020	1200 Center	Other	Closed	Enforcement letter
20200390	5/26/2020	1204 Center	Other	Closed	Courtesy Letter
20200389	5/26/2020	1306 Center	Other	Closed	Courtesy Letter
20200388	5/26/2020	1406 Center St.	Other	Closed	Courtesy Letter
20200387	5/26/2020	1508 Center St	Other	Open	
20200386	5/26/2020	1104 Wincheter	Other	Closed	Courtesy Letter
20200385	5/26/2020	1303 Fair Oaks	Other	Closed	Courtesy Letter
20200384	5/26/2020	1106 Trenton	Other	Closed	Courtesy Letter
20200383	5/26/2020	1206 Fair Oaks	Other	Closed	Courtesy Letter
20200382	5/26/2020	1202 Trenton	Other	Closed	Courtesy Letter
20200381	5/26/2020	1204 goliad	Other	Closed	Courtesy Letter
20200380	5/26/2020	1201 Goliad	Other	Closed	Courtesy Letter

20200379	5/26/2020	1108 Goliad	Garbage and Rubbish	Closed	Courtesy Letter
20200378	5/26/2020	1105 Goliad	Tall Grass/Brush/Weeds	Open	
20200377	5/26/2020	1204 Alamo	Garbage and Rubbish	Closed	Courtesy Letter
20200376	5/26/2020	1300 Center	Other	Closed	Courtesy Letter
20200375	5/26/2020	1300 Alamo	Garbage and Rubbish	Closed	Courtesy Letter
20200374	5/26/2020	1300 Center	Other	Closed	Courtesy Letter
20200373	5/26/2020	1307 Alamo	Other (Seasonal lighting)	Closed	Courtesy Letter
20200372	5/20/2020	1301 San Jacinto	Other (Seasonal lighting)	Closed	Courtesy Letter
20200371	5/20/2020	1209 San Jacinto	Other (Seasonal lighting)	Open	
20200370	5/20/2020	1712 Jenny	Other (Seasonal lighting)	Open	
20200369	5/20/2020	1512 Jenny Ln.	Other (Address)	Closed	Double entry
20200368	5/20/2020	1510 Jenny	Other (Skirting)	Closed	Violation letter
20200367	5/20/2020	1508 Jenny	Other (Seasonal lighting)	Closed	Courtesy Letter
20200366	5/20/2020	1404 Jenny	Other (Seasonal lighting)	Open	
20200365	5/20/2020	1302 Jenny	Other (Seasonal lighting)	Closed	Courtesy Letter
20200364	5/20/2020	1206 Jenny Ln	Other (Skirting)	Closed	Courtesy Letter
20200363	5/20/2020	1103 Jenny	Other (Seasonal lighting)	Closed	Enforcement letter
20200362	5/20/2020	1101 jenny	Other (Skirting)	Closed	Enforcement letter
20200361	5/20/2020	1101 jenny	Other (Prop. Maintenance)	Closed	Enforcement letter
20200360	5/20/2020	1312 Lamar	Parking	Closed	Courtesy Letter
20200359	5/20/2020	508 Morton	Tall Grass/Brush/Weeds	Closed	Violation letter
20200358	5/20/2020	102 Main St.	Other (Seasonal lighting)	Closed	Courtesy Letter
20200357	5/20/2020	101 Main St.	Other (Seasonal lighting)	Closed	Violation letter
20200356	5/20/2020	208 Riveredge Drive	Junked Vehicle	Closed	Violation letter
20200355	5/20/2020	1310 Newlin #1	Parking	Closed	Violation letter
20200354	5/20/2020	1310 Newlin #1	Junked Vehicle	Closed	Violation letter
20200353	5/20/2020	802 Strange	No Permit	Closed	Courtesy Letter
20200352	5/20/2020	1323 Newlin	Garbage and Rubbish	Closed	Courtesy Letter
20200351	5/20/2020	402 Damon St.	Other (Prop. Maintenance)	Open	
20200350	5/20/2020	1401 Edgewood	Other (Address)	Closed	Courtesy Letter
20200349	5/20/2020	519 Riveredge	Other (Trailer & Boad)	Closed	Courtesy Letter
20200348	5/20/2020	603 Center	Garbage and Rubbish	Closed	Courtesy Letter
20200347	5/20/2020	604 Center	Garbage and Rubbish	Closed	Courtesy Letter
20200346	5/20/2020	1002 Center	Garbage and Rubbish	Closed	Courtesy Letter

20200345	5/20/2020	1304 Center St	Other (Address)	Closed	Courtesy Letter
20200344	5/20/2020	1208 Fair Oaks	Other (Seasonal lighting)	Closed	Courtesy Letter
20200343	5/20/2020	1113 Fair Oaks	Other (Seasonal lighting)	Closed	Courtesy Letter
20200342	5/20/2020	1112 Fair Oaks	Other (Seasonal lighting)	Closed	Courtesy Letter
20200341	5/20/2020	1103 YORKTOWN	Other (Seasonal lighting)	Closed	Courtesy Letter
20200340	5/20/2020	1105 Yorktown	Garbage and Rubbish	Closed	Courtesy Letter
20200339	5/20/2020	1203 Yorktown	Garbage and Rubbish	Closed	Courtesy Letter
20200338	5/20/2020	1202 Yorktown	Garbage and Rubbish	Closed	Courtesy Letter
20200337	5/20/2020	1304 Trenton	Garbage and Rubbish	Closed	Courtesy Letter
20200336	5/20/2020	1206 Concord	Garbage and Rubbish	Closed	Courtesy Letter
20200335	5/20/2020	1303 Goliad	Garbage and Rubbish	Closed	Courtesy Letter
20200334	5/20/2020	1311 Jenny Ln.	Other (Seasonal lighting)	Closed	Courtesy Letter
20200333	5/20/2020	1511 Jenny Ln.	Garbage and Rubbish	Closed	Courtesy Letter
20200332	5/20/2020	1512 Jenny Ln.	Other (Address)	Open	
20200331	5/20/2020	1512 Jenny Ln.	Other (Seasonal lighting)	Closed	Courtesy Letter
20200330	5/20/2020	1308 Jenny	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200329	5/20/2020	1300 Jenny	Garbage and Rubbish	Closed	Courtesy Letter
20200328	5/20/2020	1209 Jenny	Garbage and Rubbish	Closed	Courtesy Letter
20200327	5/20/2020	1105 Jenny	Garbage and Rubbish	Closed	Courtesy Letter
20200326	5/20/2020	202 Damon St.	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200325	5/20/2020	706 Greenwood	Tall Grass/Brush/Weeds	Closed	Courtesy Letter
20200324	5/13/2020	508 Center	Garbage and Rubbish	Closed	Violation letter
20200323	5/13/2020	508 Center	Tall Grass/Brush/Weeds	Closed	Violation letter
20200272	5/12/2020	1006 FM 359	Sign Violations	Closed	Enforcement letter
20200271	3/17/2020	1921 Teakwood	Other (Barking Dogs)	Closed	Door hanger
20200270	3/17/2020	1511 Chestnut Dr	Other (Barking Dogs)	Closed	Door hanger
20200269	3/17/2020	1513 Chestnut Dr	Other (Barking Dogs)	Closed	Door hanger
20200223	3/4/2020	224 Collins Rd.	Other (Seasonal lighting)	Closed	Courtesy Letter
20200222	3/4/2020	224 Collins Rd.	Other (Skirting)	Closed	Violation letter
20200221	3/4/2020	206 Collins	Garbage and Rubbish	Open	
20200220	3/4/2020	206 Collins Rd.	Other (Accessory structure)	Open	
20200219	3/4/2020	206 Collins Rd.	Other (Prop. Maintenance)	Open	
20200217	3/4/2020	906 Fields St.	Garbage and Rubbish	Closed	Force Mow
20200216	3/4/2020	818 Fields St.	Junked Vehicle	Closed	Courtesy Letter

20200215	3/4/2020	803 Fields St.	Junked Vehicle	Closed	Courtesy Letter
20200214	3/4/2020	702 Fields St.	Other (Accessory structure)	Open	
20200213	3/4/2020	702 Fields St.	Garbage and Rubbish	Open	
20200212	3/4/2020	702 Fields St.	Junked Vehicle	Open	
20200211	3/4/2020	704 Fields St.	Tall Grass/Brush/Weeds	Closed	Violation letter
20200210	3/4/2020	712 Fields St.	Other (Appliances)	Closed	Face to Face
20200209	3/4/2020	704 Lettie	Other (Travel Trailer)	Closed	Courtesy Letter
20200208	3/4/2020	721 Lettie	Tall Grass/Brush/Weeds	Closed	Force Mow
20200207	3/4/2020	1716 George St.	Other (Seasonal lighting)	Closed	Courtesy Letter
20200206	3/4/2020	416 Highway 90-A	Sign Violations	Closed	Face to Face
20200205	3/4/2020	1804 George St.	Garbage and Rubbish	Open	
20200204	3/4/2020	1804 George St.	Junked Vehicle	Open	
20200203	2/27/2020	105 Riveredge	Other (Address)	Closed	Door hanger
20200202	2/27/2020	501 Kosler	Other (Skirting)	Closed	Violation letter
20200201	2/27/2020	206 Riveredge	Other (Address)	Closed	Door hanger
20200200	2/27/2020	715 Lettie	Other (Seasonal lighting)	Closed	Violation letter
20200199	2/27/2020	605 Lettie	Other (Seasonal lighting)	Closed	Courtesy Letter
20200184	2/27/2020	202 Grayless	Other (Address)	Open	
20200183	2/27/2020	201 Grayless	Other (Address)	Open	
20200163	2/27/2020	103 Riveredge Dr. #3	Other (Address)	Open	
20200150	2/18/2020	203 Fort St.	Dangerous Structure	Closed	Enforcement letter
20200149	2/13/2020	304 Riveredge Dr	Other (Prop. Maintenance)	Open	
20200143	2/13/2020	807 Strange Dr.	Other (Address)	Open	
20200134	2/13/2020	514 Riveredge	Other (Accessory structure)	Closed	Violation letter
20200133	2/13/2020	514 Riveredge	Other (Travel Trailer)	Closed	Violation letter
20200128	2/13/2020	502 Riveredge Dr.	Other (Address)	Closed	Enforcement letter
20200123	2/13/2020	409 Riveredge Dr.	Other (Accessory structure)	Closed	Enforcement letter
20200122	2/13/2020	408 Riveredge DR. #C	Other (Seasonal lighting)	Closed	Violation letter
20200117	2/13/2020	307 Riveredge Dr.	Other (Prop. Maintenance)	Open	
20200116	2/13/2020	308 Riveredge Dr	Other (Prop. Maintenance)	Open	
20200115	2/13/2020	306 Riveredge Dr	Other (Address)	Closed	Violation letter
20200112	2/12/2020	210 Riveredge	Junked Vehicle	Closed	Violation letter
20200111	2/12/2020	206 Avenue A #3	Other (Seasonal lighting)	Closed	Violation letter
20200109	2/12/2020	206 Riveredge	Garbage and Rubbish	Closed	Violation letter

20200108	2/12/2020	208 Riveredge Dr. Rear	Garbage and Rubbish	Closed	Enforcement letter
20200107	2/12/2020	208 Riveredge Dr. Rear	Junked Vehicle	Closed	Enforcement letter
20200106	2/12/2020	208 Riveredge Drive	Junked Vehicle	Closed	Enforcement letter
20200105	2/12/2020	18 Avenue A	Garbage and Rubbish	Closed	Enforcement letter
20200104	2/12/2020	18 Avenue A #3	Other (Accessory structure)	Closed	Enforcement letter
20200103	2/12/2020	18 Avenue A #3	Garbage and Rubbish	Closed	Enforcement letter
20200101	2/12/2020	206 Avenue A #1	Garbage and Rubbish	Closed	Enforcement letter
20200100	2/12/2020	206 Avenue A #1	Other (Skirting)	Open	
20200097	2/12/2020	700 North Second St.	Other (Prop. Maintenance)	Closed	Courtesy Letter
20200069	2/4/2020	1813 Branch St.	Junked Vehicle	Closed	Enforcement letter
20200068	2/4/2020	1813 Branch St.	Garbage and Rubbish	Closed	Enforcement letter
20200065	2/4/2020	1115 Courtney Dr.	Garbage and Rubbish	Closed	Violation letter
20200058	1/15/2020	1812 Maiden	Garbage and Rubbish	Open	
20200052	1/15/2020	912 Center St.	Dangerous Structure	Closed	Violation letter
20200048	1/15/2020	1406 Preston St.	Tall Grass/Brush/Weeds	Closed	Violation letter
20200046	1/14/2020	1404 Preston St	Tall Grass/Brush/Weeds	Closed	Violation letter
20200041	1/14/2020	205 Clark St.	Garbage and Rubbish	Closed	Enforcement letter
20200032	1/10/2020	2112 Gammon St.	Junked Vehicle	Closed	Enforcement letter
20200027	1/10/2020	2004 George Ave.	Junked Vehicle	Open	
20190636	12/17/2019	315 Burnett St.	Garbage and Rubbish	Closed	Enforcement letter
20190635	12/17/2019	315 Burnett St.	Junked Vehicle	Open	
20190547	11/5/2019	2002 Gammon St.	Garbage and Rubbish	Open	
20190543	11/5/2019	1209 Jenny Ln	Garbage and Rubbish	Open	
20190539	11/4/2019	2103 George Ave.	Garbage and Rubbish	Closed	Enforcement letter
20190538	11/4/2019	2104 George Ave	Garbage and Rubbish	Closed	Enforcement letter
20190530	11/4/2019	816 Leonard St	Tall Grass/Brush/Weeds	Open	
20190526	10/30/2019	304 Riveredge Dr	Garbage and Rubbish	Open	
20190525	10/30/2019	304 Riveredge Dr	Dangerous Structure	Open	
20190427	9/5/2019	709 Collins	Garbage and Rubbish	Closed	Enforcement letter
20190423	9/5/2019	1610 George	Other (Prop. Maintenance)	Open	
20190417	9/5/2019	1708 Carver	Other (Address)	Open	
20190399	9/5/2019	808 Pultar	Garbage and Rubbish	Closed	Enforcement letter
20190338	8/15/2019	1207 Yorktown	Other (Address)	Open	
20190328	8/15/2019	1104 Fair oaks	Other (Address)	Open	

20190327	8/15/2019	1111 Fair Oaks	Other (Address)	Open	
20190323	8/15/2019	1202 Fair Oaks	Other (Address)	Open	
20190319	8/15/2019	1305 Winchester	Other (Address)	Open	
20190314	8/15/2019	1102 Winchester	Other (Address)	Closed	Violation letter
20190306	8/8/2019	1007 Preston St.	Garbage and Rubbish	Closed	Enforcement letter
20190296	7/31/2019	106 Riveredge	Garbage and Rubbish	Closed	Violation letter
20190293	7/30/2019	701 Lettie	Tall Grass/Brush/Weeds	Open	
20190288	7/23/2019	2013 Long Dr	Junked Vehicle	Closed	Enforcement letter
20190234	7/1/2019	1111 Alamo	Junked Vehicle	Open	
20190220	6/26/2019	205 Clark St	Tall Grass/Brush/Weeds	Closed	Enforcement letter
20190188	5/30/2019	601 Maiden	Other (Prop. Maintenance)	Open	
20190131	4/11/2019	314 Mellon St.	Other (Prop. Maintenance)	Closed	Enforcement letter
20190084	3/26/2019	601 Maiden	Garbage and Rubbish	Closed	Enforcement letter
20190075	3/20/2019	721 Lettie St.	Tall Grass/Brush/Weeds	Closed	Force Mow
20190027	1/31/2019	1206 Thompson	Dangerous Pool	Closed	Enforcement letter

Legend

Green-Courtesy

Yellow-Violation

Orange-Enforcement

Red-Force Mow/Clean-Up

Properties assigned to Building & Standards Commission (Blue)

20200535	6/22/2020	2002 Gammon St.	Dangerous Structure	Open	Bldg & Stand Comm
20200218	3/4/2020	906 Fields St.	Dangerous Structure	Open	Bldg & Stand Comm
20190562	11/19/2019	311 Mellon	Dangerous Structure	Open	Bldg & Stand Comm
20190548	11/5/2019	2002 Gammon St.	Other (Prop. Maintenance)	Open	Bldg & Stand Comm
20190472	9/24/2019	1000 Calhoun St	Dangerous Structure	Open	Bldg & Stand Comm

20190269	7/15/2019	602 Mabel	Dangerous Structure	Open	Bldg & Stand Comm
20190264	7/11/2019	601 Pultar	Dangerous Structure	Open	Bldg & Stand Comm
20190088	3/28/2019	1315 Newlin	Dangerous Structure	Open	Bldg & Stand Comm
20190032	2/14/2019	703 Newton Drive	Other (Prop. Maintenance)	Open	Bldg & Stand Comm
20180428	11/1/2018	1101 Jerry Street	Dangerous Structure	Open	Bldg & Stand Comm
20180069	3/29/2018	1110 Rufus	Dangerous Structure	Open	Bldg & Stand Comm
20180018	2/19/2018	1616 George Ave.	Dangerous Structure	Open	Bldg & Stand Comm



CONSENT AGENDA

3. Police Department Report.



Richmond Police Department

Monthly Report

July 2020

Jeff Craig

Chief of Police

**Together
We Can Make a Difference**

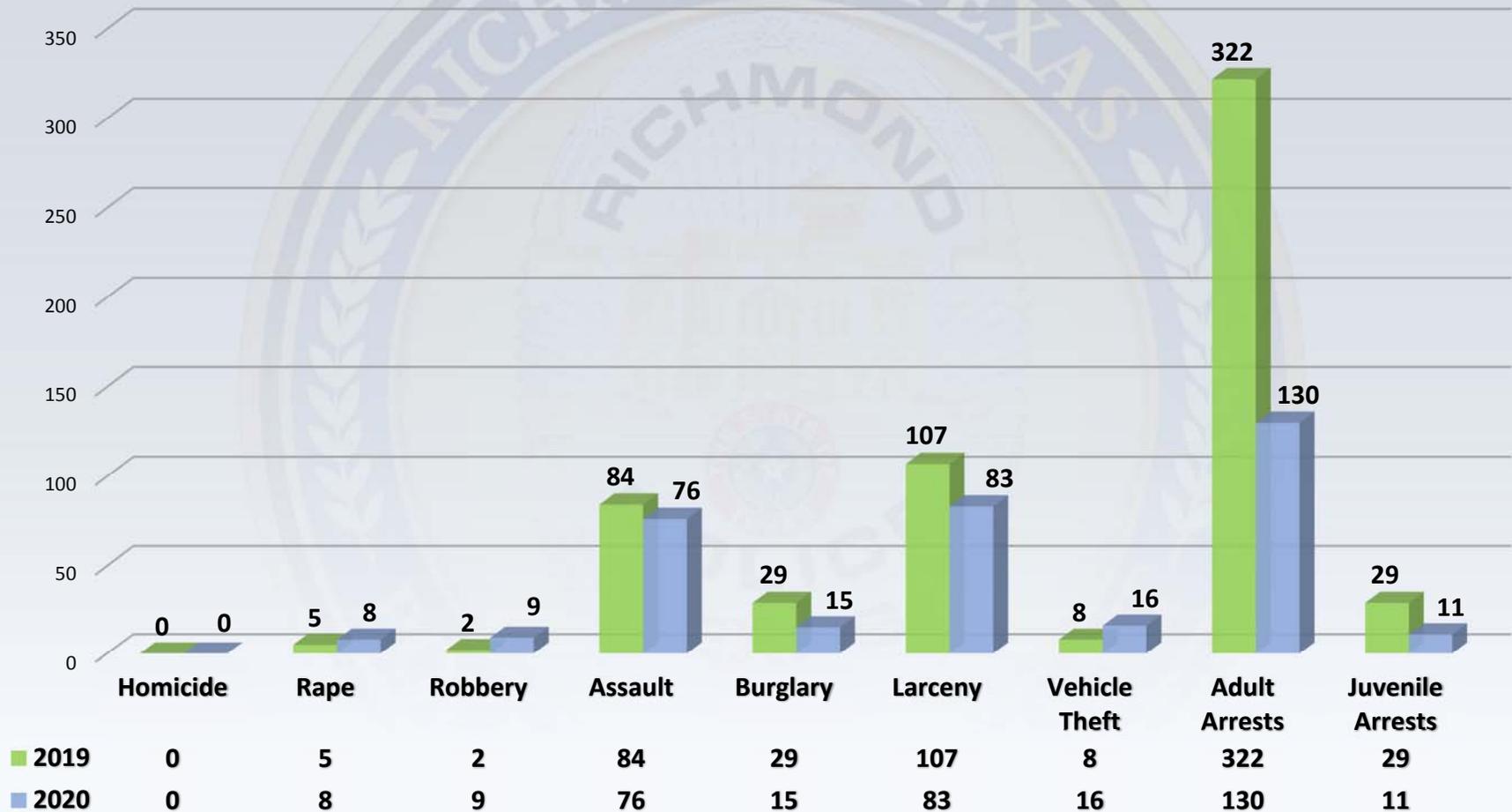
CRIME REPORT 2019

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yr/Date
Criminal Homicide													
<i>Murder/Non Negligent Mansalughter</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape													
<i>Rape</i>	1	0	1	1	1	0	1	0	0	0	0	0	5
<i>Attempted Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery													
<i>Firearm</i>	1	0	0	0	0	0	0	0	0	0	0	0	1
<i>Other Dangerous Weapon</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Strong Arm (Hands,Fist,Feet)</i>	0	0	0	1	0	0	0	0	0	0	0	0	1
Assault													
<i>Gun</i>	0	1	2	0	1	0	0	0	0	0	0	0	4
<i>Other Dangerous Weapon</i>	1	0	2	2	2	2	0	0	0	0	0	0	9
<i>Hands,Fist,Feet, Etc-Aggravated</i>	0	1	0	0	0	0	0	0	0	0	0	0	1
<i>Other Assaults - Not Aggravated</i>	11	7	9	7	17	11	8	0	0	0	0	0	70
Burglary													
<i>Residential</i>	1	0	0	1	0	2	0	0	0	0	0	0	4
<i>Non-Residential</i>	2	3	0	4	8	4	4	0	0	0	0	0	25
Larceny	3	19	17	21	17	20	10	0	0	0	0	0	107
Motor Vehicle Theft													
<i>Autos</i>	1	2	0	1	2	0	0	0	0	0	0	0	6
<i>Trucks & Buses</i>	0	1	0	0	0	0	0	0	0	0	0	0	1
<i>Other Vehicles</i>	0	1	0	0	0	0	0	0	0	0	0	0	1
Arrests													
<i>Adult</i>	58	43	42	55	43	36	45	0	0	0	0	0	322
<i>Juvenile</i>	5	3	8	6	3	2	2	0	0	0	0	0	29
Traffic Crashes	17	14	17	20	23	16	14	0	0	0	0	0	121

CRIME REPORT 2020

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yr/Date
Criminal Homicide													
<i>Murder/Non Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape													
<i>Rape</i>	1	0	2	1	1	1	1	0	0	0	0	0	7
<i>Attempted Rape</i>	0	0	0	0	1	0	0	0	0	0	0	0	1
Robbery													
<i>Firearm</i>	2	0	1	1	0	1	1	0	0	0	0	0	6
<i>Other Dangerous Weapon</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Strong Arm (Hands,Fist,Feet)</i>	0	0	0	1	2	0	0	0	0	0	0	0	3
Assault													
<i>Gun</i>	0	0	1	1	2	1	1	0	0	0	0	0	6
<i>Other Dangerous Weapon</i>	1	1	2	2	1	0	0	0	0	0	0	0	7
<i>Hands,Fist,Feet, Etc-Aggravated</i>	0	2	4	2	2	3	0	0	0	0	0	0	13
<i>Other Assaults - Not Aggravated</i>	10	7	7	4	8	7	7	0	0	0	0	0	50
Burglary													
<i>Residential</i>	0	2	0	1	0	2	1	0	0	0	0	0	6
<i>Non-Residential</i>	2	1	1	1	0	4	0	0	0	0	0	0	9
Larceny	13	10	11	15	15	12	7	0	0	0	0	0	83
Motor Vehicle Theft													
<i>Autos</i>	2	2	2	2	3	1	2	0	0	0	0	0	14
<i>Trucks & Buses</i>	0	0	0	0	0	1	0	0	0	0	0	0	1
<i>Other Vehicles</i>	0	0	0	0	0	0	1	0	0	0	0	0	1
Arrests													
<i>Adult</i>	31	24	23	15	17	9	11	0	0	0	0	0	130
<i>Juvenile</i>	1	4	3	1	0	2	0	0	0	0	0	0	11
Traffic Crashes	18	24	16	7	12	25	15	0	0	0	0	0	117

Richmond Police Department National Incident-Based Reporting Year to Date Crime Statistics



July ■ 2019 ■ 2020

Richmond Police Department

Monthly Patrol Division Activity Report

July 2020

To: Chief J.J. Craig
Date: August 4, 2020

From: **J. Martin**
Lieutenant, Patrol Division

Patrol Division

TOTALS: Productivity

Shifts Worked	237
Calls Answered	767
Reports	50
Citations	30
Warnings	15
Arrests	12
Charges	24
Warrants	12
Beat Contacts	36
Mileage	9960

Payroll

Regular Hours	3241.0
Comp Time Hours Earned	52.25
Overtime Hours Paid In Cash	16.75
Comp Hours Paid in Cash	54.0
Combined Total	3364.0
Vacation Hours Taken	276.0
Sick Hours Taken	85.75
Comp Hours Taken	264.75
Funeral Hours Taken	24.0
Holiday (Shows in Comp Earned)	160.0
Floating Holiday	20.0
Combined Total	830.50
Total Hours	4194.50

Training:

OFFICER

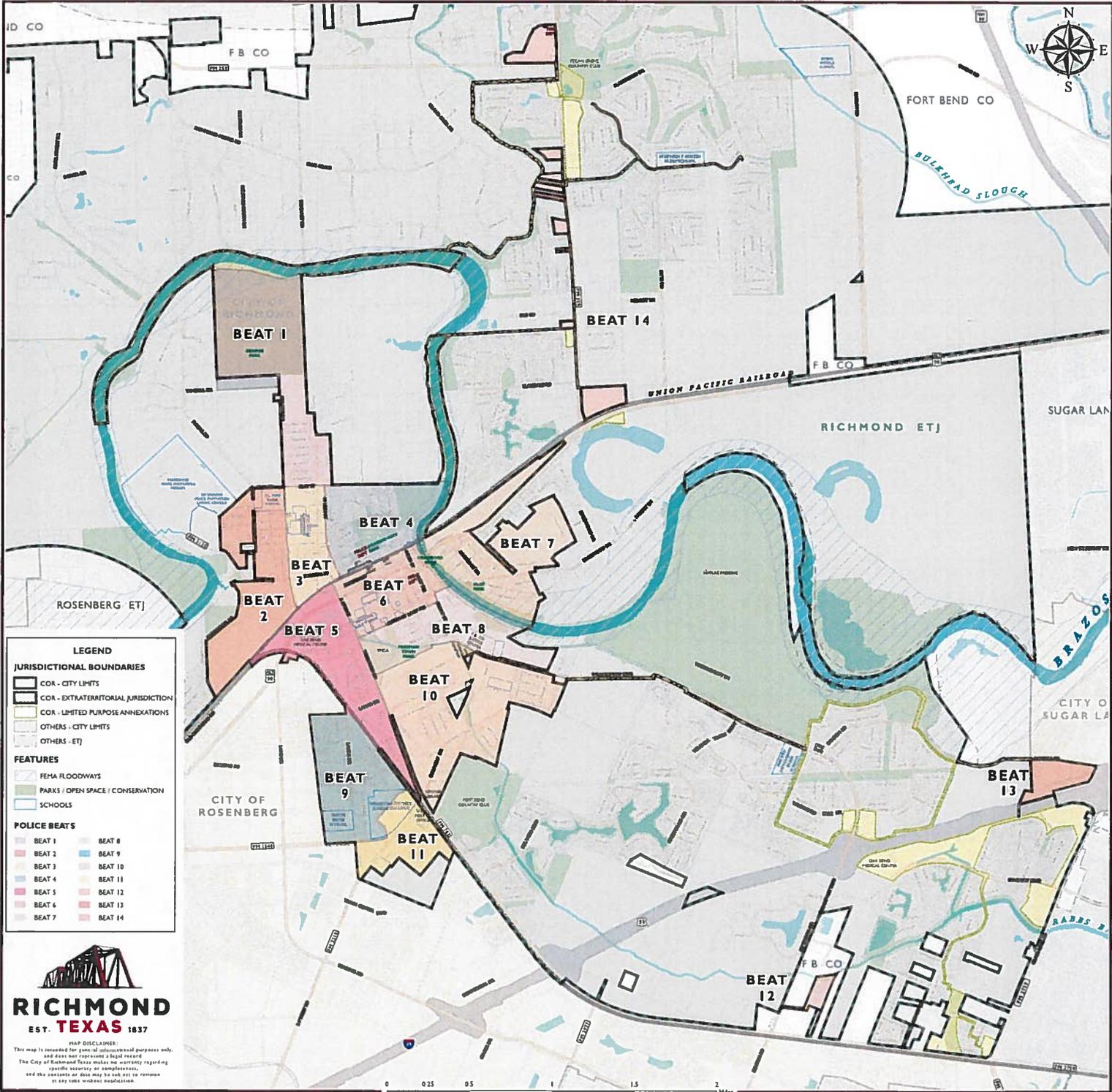
COURSE

LOCATION

HOURS

**Total Training
Hours:**

RICHMOND POLICE DEPARTMENT BEATS MAP



**Monthly Beat Report
Beat 02
Officer V. Golovine
July 2020**

Sadly, due to the COVID-19 pandemic continuing through the month of July, I did not make any new Beat contacts. I did continue my daily business checks to the convenience store in my Beat, but I did wear my face covering for protection. I did however stop by and talk to some Beat residents I saw outside, but of course from a safe distance.

I was off for a couple of weeks this month, so I did not get a chance to follow up on any past junk vehicles. I also did not locate any new junk vehicles in my Beat this month. Also, there are no registered sex offenders within this Beat for this month.

Beat Contacts **Address**

New Junk Vehicles **Address**

Sex Offender Contact **Address**

**Monthly Beat Report
Beat 03
Officer D. Evans
July 2020**

This month I frequently checked local businesses throughout the City. I also looked for streetlights that needed to be fixed, or changed, but did not locate any. Every hour or so, if possible, I drove through my Beat however, due to the ongoing COVID-19 pandemic I did not make any new Beat contacts.

I located a junk vehicle this month parked in front of 1001 Leonard Ave. The vehicle is a maroon 2000 Ford Taurus four door with TXLP: BM7M018. The vehicle does not have valid insurance and the registration expired 01/13. As I was unable to make contact with anyone at the residence, I left a junk vehicle warning on the windshield of the vehicle. I also followed up on a junk vehicle, TXLP: DL6Z565, at 607 Center St. The blue 2002 Chevrolet coupe was still on location but appeared to have been moved.

Beat Contacts Address

New Junk Vehicles Address

DL6Z565	607 Center St
BM7M018	1001 Leonard Ave.

Sex Offender Contact Address

**Monthly Beat Report
Beat 04
Officer A. Escobar
July 2020**

During the month of July, I did not make any new Beat contacts due to the ongoing COVID-19 pandemic. I did conduct as many patrols through my Beat as I could during my shift this month. I also conducted several property and business checks to prevent burglaries in my Beat and throughout the City.

I located a junk vehicle in the 800 block of Leonard Avenue. It is described as a gray in color, 2011 Honda Civic, bearing TXLP/ KMN1396. The gray in color, Honda Civic had a registration tag of 8/19. I will follow-up with the owner on a future date.

Beat Contacts Address

New Junk Vehicles Address

KMN1396 800 block of Leonard Avenue

Sex Offender Contact Address

**Monthly Beat Report
Beat 05
Officer B. McNeal
July 2020**

During the Month of July, due to Covid 19 and social distancing implementations, I did not make contact with any persons in my Beat. I was, however, able to conduct business checks at several businesses inside my Beat that have remained open.

I also conducted business checks at businesses that have recently reopened throughout the City. I also did not locate any junk vehicles in my Beat. All previous junk vehicle issues have been resolved inside my Beat.

Beat Contacts Address

New Junk Vehicles Address

Sex Offender Contact Address

**Monthly Beat Report
Beat 06
Officer A. Freeman
July 2020**

Again, this month, due to the COVID-19 pandemic, I did not make any new Beat contacts. I did, however, locate one new junk vehicle this month. The vehicle is a blue in color Chevrolet pickup truck located in the 1200 block of Yorktown. Since I could not locate the owner the vehicle was given a 48-hour notice.

This month I followed up on a junk vehicle I located in June. I was not able to make contact with the registered owner of this vehicle, which is also blue in color. I was able to conduct several business checks throughout the City this month.

Beat Contacts **Address**

New Junk Vehicles **Address**

DFL5059 **1206 Yorktown**

Sex Offender Contact **Address**

**Monthly Beat Report
Beat 07
Officer K. Pena
July 2020**

During the month of July, I did not make any new Beat contacts due to COVID-19 pandemic.

I located one new junk vehicle this month. The vehicle was a 2000 Ford 4 door vehicle. The vehicle was parked in the 600 block of Riveredge Dr and is registered to Shirley Robinson. The vehicle has an expiration since July 2019. I left a junk vehicle notice in the mailbox due to the vehicle being parked at the rear of the property.

I do not have a registered sex offender in my Beat.

Beat Contacts Address

Junk Vehicles Address

BP2 D033 607 Riveredge

Sex Offender Contact Address

None

**Monthly Beat Report
Beat 08
Officer P. Jackson
July 2020**

During the month of June, I did not meet any new residents in my Beat due to the Covid-19 pandemic. I did however conduct property checks throughout my Beat this month and did not locate any problems or receive any concerns from any residents.

I located one new junk vehicle this month. The vehicle was located in the 800 block of S. Third St. and it is described as a black Ford Taurus that had two flat tires. I left a junk vehicle notice in the mailbox advising to get the registration updated.

I made contact via telephone with Ricardo Valdez who is a registered sex offender in the Beat. Mr. Valdez is retired. Mr. Valdez is in compliance with his vehicle, address, and phone number as required by law.

<u>Beat Contacts</u>	<u>Address</u>
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<u>New Junk Vehicles</u>	<u>Address</u>
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BP1W617	810 S Third St
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<u>Sex Offender Contact</u>	<u>Address</u>
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Ricardo Valdez	405 Travis St
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**Monthly Beat Report
Beat 09
Officer V. Horelica
July 2020**

In the month of July, I was not able to make any new Beat contacts in Beat 09, due to restrictions with the Covid-19 protocol. I also did not make any school visits, as they are closed for the summer, and I did not contact the single registered sex offender in Beat 09 due to the Covid-19 protocol.

I was able to locate a black 2006 BMW 530i, bearing Texas paper license plate number 63123K9, which was in violation of the junk vehicle ordinance, in the parking lot of Lamar Park Apartments, on the west side of the 100 building. The vehicle had flat tires and was covered in dust. The expired paper tag from April 2020, was registered to a subject from Houston. I was unable to make contact with the owner. I issued a junk vehicle warning and placed it on the front windshield.

Beat Contacts

Address

New Junk Vehicles

Address

63123K9

1800 FM 1640

Sex Offender Contact

Address

Peter Yanone

1701 E. Laurel Oaks

**Monthly Beat Report
Beat 10
Officer C. Okafor
July 2020**

During the month of July, with the ongoing COVID-19 pandemic, I did not make any new Beat contacts. I did, however, locate one new junk vehicle. The junk vehicle was parked at 106 Riveredge, and is described as a black in color, 1977 two door Lincoln GL28KB. I was unable to contact the homeowner due to COVID-19 restrictions.

Also, this month I followed up on the junk vehicle I located in June. That vehicle had TXLP: BM22524 and was located at 2001 Shady Ln. I was unable to speak to the vehicle owner, but the vehicle was not on the premises. I also conducted several business checks around the city this month. All the streetlights in my Beat are operational.

I do not have a Sex Offender in my Beat.

<u>Beat Contacts</u>	<u>Address</u>
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<u>New Junk Vehicles</u>	<u>Address</u>
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GL28KB	106 Riveredge
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<u>Sex Offender Contact</u>	<u>Address</u>
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None

**Monthly Beat Report
Beat 11
Officer C. Petty
July 2020**

In the month of July, the cases of Covid-19 keep increasing throughout the United States, including here in Richmond. I did not make any Beat contacts this month due to the virus, but I did conduct several business checks throughout the City.

This month I completed four classes through the Virtual Academy online training that the City of Richmond provides for us. I completed an Officer Involved Domestic Violence class, a Sovereign Citizens class, an ISIS and Social Media class, and Officer-Involved Shooting: Mental Wellness and Liability class. All four of these classes were very knowledgeable and I learned a lot from them. Also, by taking these classes I earned hours that go towards TCOLE where I have to complete forty hours of training every two years.

Beat Contacts Address

New Junk Vehicle Address

Sex Offender Contact Address

None

**Monthly Beat Report
Beat 13
Officer E. Smith
July 2020**

During the month of July, I located a junk vehicle, described as black 2002 Ford pickup truck bearing TXLP/HSC5339. The vehicle has an expired registration. I will follow up with the owner at a later date.

In the month of June, I located a junk vehicle, I located a junk vehicle, described as a red 2004 Ford Mustang bearing TXLP/CY9P001. The vehicle still has an expired registration. I will follow up with the owner at a later date.

I checked on the businesses located in Beat 13. All restaurants/essential businesses are complying with the COVID-19 orders.

Beat Contacts Address

New Junk Vehicle Address

**HSC5339 1519 Chestnut Drive
CY9P001 1516 Chestnut Drive**

Sex Offender Contact Address

**Monthly Beat Report
Beat 14
Officer T. Anderson 5198
July 2020**

This month I conducted multiple property checks at 1717 FM 359 due to the community being mostly senior citizens. I did not observe anything out of the ordinary. I also conducted a business check at 1515 FM 359 Rd Ste 100 and spoke with Bryan Bellamy who is the business owner of All Cool A/C & Heater. I welcomed Mr. Bellamy, and his business, to the City of Richmond. I advised Mr. Bellamy, I was the Beat officer for the area and if he had any concerns to not hesitate to contact me, or the police department. Also, this month while patrolling, I conducted multiple business and property checks in Beat 14 and throughout the City. I did not observe any streetlights out in my Beat.

During the month of July, I followed up on a previous junk vehicle that I had located in the City. In June, I located a tan in color Chevrolet four door passenger car, bearing LP CMR1320, at 1800 FM 1640. I observed the violation to be corrected.

I located one new junk vehicle this month, a white in color Lexus two door passenger car bearing LP RBX591. I was unable to make contact the owner. I left a violation notice on the vehicle and will follow up on the vehicle next month.

<u>Beat Contacts</u>	<u>Address</u>
Bryan Bellamy	1515 FM 359 #100

<u>New Junk Vehicles</u>	<u>Address</u>
RBX591	406 Grayless

<u>Sex Offender Contact</u>	<u>Address</u>
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**Monthly Beat Report
The Grand Villa
Rocky Falls Apartments
Brazos Bend Villa
Cpl. J. Williams
July 2020**

Due to the COVID-19 and efforts to prevent the spread, I have not made Beat contacts for the month of July. I did, however, conduct numerous business checks throughout the City this month.

I located one new junk vehicle this month. I located a red 1995 Toyota Celica passenger car, bearing TXLP BPS3308, located at 503 Clay. The car had overgrown grass around it and an expired registration of 4/20. The car was registered to Angelica Diaz. I left a junk vehicle notification on the front windshield of the vehicle. I followed up on last month's junk vehicle that I located and found it was no longer on location.

I have one registered sex offender (RSO) assigned to me. Anthony Raul Davis who resides at 1717 Branch Ave. I did not contact Mr. Davis this month. Mr. Davis was given instruction to contact the PD so he could complete his portion of the monthly City of Richmond RSO form until further notification.

Beat Contacts

Address

New Junk Vehicles

Address

BPS3308

503 Clay

Sex Offender Contact

Address

Anthony Raul Davis

1717 Branch Ave

**Monthly Beat Report
Mustang Crossing
Lamar Park Apartments
Corporal R. Robles
July 2020**

During the month of July, I did not meet any new residents in my Beat due to the COVID-19 pandemic. I did however conduct several property checks of my apartment complexes this month.

I located one new junk vehicle this month. The vehicle was a black 2013 Mazda 3 four door passenger car at 1818 Mustang Dr. near building #27 that is registered to Monica Martinez Suazo. The vehicle has an expired temporary tag from March 3, 2020. I left a junk vehicle notice along with my business card under the driver side windshield wiper. I will be following up with this vehicle next month.

I do not have a registered sex offender in my apartment complexes.

Beat Contacts Address

None

New Junk Vehicles Address

59916D4 1818 Mustang Dr. near building #27

Sex Offender Contact Address

None

CID MONTHLY ACTIVITY

July 2020

	Felony Cases	Misdemeanor Cases	Runaway/ Missing Person	Other Non-Criminal	Cases Cleared
Lt. Diana Butinski	00	00	00	00	35
Det. John Dawson	10	07	00	00	09
Det. David Childs	02	04	01	01	48
Det. Andrew Runge	09	09	01	02	08
TOTALS	21	20	02	03	100

DISTRICT ATTORNEY INTAKE REPORTS

	Cases Submitted to District Attorney			Cases Rejected by District Attorney	
	Felonies	Misdemeanors	Runaways	Felonies	Misdemeanors
Lt. Diana Butinski	00	00	00	00	00
Det. John Dawson	06	03	00	00	00
Det. David Childs	05	03	01	00	00
Det. Andrew Runge	02	07	01	01	01
TOTALS	13	13	02	01	01

IDENTIFICATION / CRIME SCENE UNIT

Investigator Chad Dzierzanowski

Sex Offender Registration	01
Latent Prints Evaluated	00
Latent Prints Identified	00
Evidence Processed	10
Property Returned to Owner	07
Destruction Orders Filed	16
Destruction Orders Compiled	16
Evidence Items Destroyed (By Order)	83
Crime Scene Responses	02
Forensic Phone Analysis	00
CODIS Hits	00

Investigator Elizabeth Neal

Latent Prints Evaluated	00
Latent Prints Identified	00
Evidence Processed	04
Property Returned to Owner	00
Destruction Orders Filed	05
Destruction Orders Compiled	00
Evidence Items Destroyed (By Order)	71
Crime Scene Responses	00
Forensic Phone Analysis	00
CODIS Hits	00

MISCELLANEOUS

	Training Hours	Special Projects and Community Activities
Lt. Diana Butinski	00	Brazos Bend Villa
Det. John Dawson	00	
Det. David Childs	00	
Det. Andrew Runge	00	
Inv. Chad Dzierzanowski	00	
Inv. Elizabeth Neal	00	Organized all Class C evid. – to Off. Oliver for dispositions

NARCOTICS

Total Narcotics Arrests	03
Total Amount of Cocaine Seized	00
Total Amount of Marijuana Seized (marijuana plants included)	00
Total Amount of other drugs seized (Kush) (Xanax) (Meth) (Ecstasy)	12.6 gm



CONSENT AGENDA

4. Municipal Court Report.

RICHMOND MUNICIPAL COURT



MONTHLY REPORT

JULY 2020

PREPARED BY CAROL TRUJILLO, COURT ADMINISTRATOR
THE HONORABLE JUDGE ROSS PRESIDING



**CITY OF RICHMOND
MUNICIPAL COURT
MONTHLY REPORT JULY 2020**

	Jul-20	Jul-19
NEW CASES FILED	46	225
WARRANTS ISSUED	0	191
WARRANTS CLEARED	41	104
WARRANTS OUTSTANDING TOTAL	3,982	3,994

CASE DISMISSED BY:

COMPLIANCE	2	19
DRIVER SAFETY COURSE	6	22
AFTER DEFERRED DISPOSITION	9	31
PROOF OF FINANCIAL RESPONSIBILITY	0	0

	Jul-20	Jul-19
STATE(REMIT TO STATE QUARTERLY)	\$ 5,133.72	\$ 9,969.34
COLLECTIONS/OMNIBASE(REMIT UPON INVOICE)	\$ 1,401.85	\$ 960.10
COURT SECURITY/TECHNOLOGY FUND	\$ 645.50	\$ 929.14
LOCAL FINES/FEES	\$ 11,156.09	\$ 20,254.42
TOTAL COLLECTED	\$ 18,337.16	\$ 32,113.00

PHONE CALLS	539
NOTICES SENT BY MAIL	36

CURRENT MONTH STATISTICS

	APPEARANCE	OFF DOCKET APPEARANCE	NO SHOWS	VIRTUAL
ARRAIGNMENT HEARING	0	0	17	34
2ND CHANCE HEARING	0	0	0	0
PRE TRIAL HEARING	0	0	5	24
SHOW CAUSE HEARING (DEFAULT)	0	0	0	4
SHOW CAUSE HEARING (COMPLIANCE)	0	0	8	6
INDIGENCE HEARING	0	0	0	0
RECONSIDERATION HEARING	0	0	3	6
TOTAL	0	0	33	74

YEAR-TO-DATE (YTD) STATISTICS

	APPEARANCE	OFF DOCKET APPEARANCE	NO SHOWS	VIRTUAL
	2020 YTD	2020 YTD	2020 YTD	2020 YTD
ARRAIGNMENT HEARING	131	88	177	99
2ND CHANCE HEARING	19	0	118	0
PRE TRIAL HEARING	117	1	55	47
SHOW CAUSE HEARING (DEFAULT)	42	8	126	5
SHOW CAUSE HEARING (COMPLIANCE)	13	8	41	20
INDIGENCE HEARING	6	2	0	0
RECONSIDERATION HEARING	0	0	4	17
TOTAL	328	107	521	188

PRIOR YEAR-TO-DATE (YTD) STATISTICS

	APPEARANCE	OFF DOCKET APPEARANCE	NO SHOWS
	2019 YTD	2019 YTD	2019 YTD
ARRAIGNMENT HEARING			
2ND CHANCE HEARING			
PRE TRIAL HEARING			
SHOW CAUSE HEARING (DEFAULT)			
SHOW CAUSE HEARING (COMPLIANCE)			
INDIGENCE HEARING			
RECONSIDERATION HEARING			
TOTAL	0	0	0

**CITY OF RICHMOND
MUNICIPAL COURT
MONTHLY REPORT 2019-2020**

	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	TOTAL
Gross Income	\$35,768.30	\$21,813.37	\$25,592.28	\$28,065.70	\$39,941.38	\$29,430.25	\$14,533.13	\$16,703.48	\$20,347.30	\$18,337.16	\$0.00	\$0.00	\$250,532.35
No. Cases Filed	205	103	129	159	132	102	39	32	43	46	0	0	990
Warrants	4093	4106	4126	4118	4187	4102	4050	4032	3982	3909	0	0	40705
Issued	92	107	42	285	53	0	0	0	0	0	0	0	579
Served	79	87	50	216	138	52	18	50	73	41	0	0	804
Outstanding for Month	13	20	-8	69	-85	-52	-18	-50	-73	-41	0	0	-225
Total Outstanding	4106	4126	4118	4187	4102	4050	4032	3982	3909	3868	0	0	40480
	1ST QUARTER			2ND QUARTER			3RD QUARTER			4TH QUARTER			
	\$83,173.95			\$97,437.33			\$51,583.91			\$18,337.16			

CITY OF RICHMOND MUNICIPAL COURT

STATE FEES		OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	YTD
JCPT	JUDICIAL/COURT PERSONNEL TRAINING	\$ 2.00	\$ 2.00	\$ -	\$ 8.00		\$ 2.00				\$ 2.00			\$ 14.00
LEOSE	LEO STANDARDS EDUCATION	\$ 1.00	\$ -	\$ -	\$ -									\$ -
LEMI	LAW ENFORCEMENT MANAGEMENT INSTITUTE	\$ 0.50	\$ -	\$ -	\$ -									\$ -
CVC	COMPENSATION TO VICTIMS OF CRIM	\$ 15.00	\$ 15.00	\$ -	\$ 60.00		\$ 15.00				\$ 15.00			\$ 105.00
CJP	CRIMINAL JUSTICE PLANNING	\$ 5.00	\$ -	\$ -	\$ -									\$ -
OCL	OPERATOR'S/CHAUFFUR'S LICENSE	\$ 75.00	\$ -	\$ -	\$ -									\$ -
CR	COMPREHENSIVE REHABILITATION	\$ 5.00	\$ -	\$ -	\$ -									\$ -
GR	GENERAL REVENUE	\$ 2.50	\$ -	\$ -	\$ -									\$ -
BAT	BREATH ALCOHOL TESTING	\$ -	\$ -	\$ -	\$ -									\$ -
LEOA	LEO ADMINISTRATIVE	\$ 1.00	\$ -	\$ -	\$ -									\$ -
LEOCE	LEO CONTINUING EDUCATION	\$ 2.00	\$ -	\$ -	\$ -									\$ -
CCC	CONSOLIDATED COURT COST	\$ 17.00	\$ 57.00	\$ -	\$ 228.00	\$ 40.00	\$ 49.95	\$ 80.00			\$ 57.00			\$ 511.95
FA	FUGITIVE APPREHENSION	\$ 5.00	\$ 5.00	\$ -	\$ 20.00		\$ 5.00				\$ 5.00			\$ 35.00
JCD	JUVENILE CRIME/DELINQUENCY	\$ 0.75	\$ 0.25	\$ -	\$ 2.00		\$ 0.25				\$ 0.50			\$ 3.00
CMJ	CORRECTIONAL MANAGEMENT INSTITUTE	\$ 0.50	\$ 4.00	\$ -	\$ 2.00	\$ 4.00	\$ 3.29	\$ 8.00			\$ 0.50			\$ 21.79
STF 95%	STATE TRAFFIC FEE	\$ 30.00	\$ 928.34	\$ 459.11	\$ 394.16	\$ 534.50	\$ 281.90	\$ 415.24	\$ 202.00	\$ 152.48	\$ 356.79	\$ 138.34		\$ 3,862.86
CF	CCC04	\$ 40.00	\$ 5,377.30	\$ 3,413.90	\$ 3,004.28	\$ 2,743.25	\$ 3,627.80	\$ 2,140.64	\$ 1,140.96	\$ 873.57	\$ 1,622.14	\$ 1,136.11		\$ 25,079.95
TPF	TRUANCY PREVENTION FUND	\$ 2.00	\$ 268.89	\$ 164.70	\$ 140.99	\$ 109.25	\$ 174.85	\$ 96.08	\$ 53.04	\$ 32.80	\$ 69.10	\$ 42.81		\$ 1,152.51
SIRF	STATE JURY FEE	\$ 4.00	\$ 537.75	\$ 341.39	\$ 300.43	\$ 274.32	\$ 362.76	\$ 214.06	\$ 114.10	\$ 87.34	\$ 162.22	\$ 113.60		\$ 2,507.97
IDF	INDIGENT DEFENSE FEE	\$ 2.00	\$ 268.87	\$ 170.69	\$ 150.21	\$ 137.16	\$ 181.41	\$ 107.03	\$ 57.04	\$ 43.68	\$ 81.10	\$ 56.80		\$ 1,253.99
JFCI	JUDICIAL FEE-CITY	\$ 0.60	\$ 81.28	\$ 51.20	\$ 45.06	\$ 41.73	\$ 54.44	\$ 32.60	\$ 17.72	\$ 13.09	\$ 24.34	\$ 17.03		\$ 378.49
JFCT	JUDICIAL FEE-COUNTY	\$ 3.40	\$ 6.80	\$ -	\$ -	\$ 3.40		\$ 2.80	\$ 3.40					\$ 16.40
JFCT2	JUDICIAL FEE-COUNTY	\$ 5.40	\$ 725.96	\$ 460.87	\$ 405.58	\$ 370.34	\$ 489.76	\$ 288.96	\$ 154.04	\$ 117.93	\$ 218.99	\$ 153.36		\$ 3,385.79
TLFTA1	OMNI FEE-STATE	\$ 20.00	\$ 383.33	\$ 260.00	\$ 460.00	\$ 580.00	\$ 1,203.47	\$ 500.00	\$ 257.53	\$ 260.00	\$ 500.00	\$ 320.00		\$ 4,724.33
CJFS	CIVIL JUSTICE FEE STATE	\$ 0.09	\$ 5.15	\$ 2.75	\$ 2.44	\$ 2.28	\$ 1.63	\$ 1.05	\$ 0.60	\$ 0.56	\$ 0.76	\$ 0.18		\$ 17.40
TP-S	TIME PAYMENT FEE-STATE	\$ 12.50	\$ 429.64	\$ 285.51	\$ 456.50	\$ 355.59	\$ 512.57	\$ 407.82	\$ 128.52	\$ 96.93	\$ 137.32	\$ 135.04		\$ 2,945.44
CCC20	CCC 2020	\$ 62.00			\$ 1,302.00	\$ 2,381.88	\$ 1,668.15	\$ 536.78	\$ 1,390.06	\$ 1,353.94	\$ 1,916.33			\$ 9,935.44
STF19	STATE TRAFFIC FEE 94%	\$ 50.00	\$ 1,869.40	\$ 1,100.00	\$ 922.58	\$ 1,437.59	\$ 1,703.17	\$ 1,126.96	\$ 432.88	\$ 1,073.10	\$ 797.89	\$ 1,024.12		\$ 11,487.69
TOTAL COLLECTED		\$ 10,965.96	\$ 6,710.12	\$ 6,602.23	\$ 7,935.41	\$ 10,975.64	\$ 7,076.88	\$ 3,186.61	\$ 4,141.54	\$ 5,324.59	\$ 5,133.72	\$ -	\$ -	\$ 57,503.56
CONTRACT FEES														
COLAGY	COLLECTIONS		\$ 962.95	\$ 519.57	\$ 1,682.02	\$ 1,457.80	\$ 3,673.89	\$ 3,283.62	\$ 1,536.46	\$ 1,659.12	\$ 1,546.18	\$ 1,305.85		\$ 17,627.46
TLFTA2	OMNI FEE-BASE	\$ 6.00	\$ 115.00	\$ 78.00	\$ 138.00	\$ 174.00	\$ 414.74	\$ 174.00	\$ 83.26	\$ 84.00	\$ 174.00	\$ 96.00		\$ 1,531.00
TOTAL COLLECTED			\$ 1,077.95	\$ 597.57	\$ 1,820.02	\$ 1,631.80	\$ 4,088.63	\$ 3,457.62	\$ 1,619.72	\$ 1,743.12	\$ 1,720.18	\$ 1,401.85	\$ -	\$ 19,158.46
FUNDS														
MCBS	MUNICIPAL COURT BUILDING SECURITY FUND	\$ 3.00	\$ 413.51	\$ 259.03	\$ 254.10	\$ 211.75	\$ 272.08	\$ 166.00	\$ 91.58	\$ 65.51	\$ 121.66	\$ 91.19		\$ 1,946.41
CTF	COURT TECHNOLOGY FUND	\$ 4.00	\$ 551.41	\$ 345.39	\$ 338.77	\$ 282.32	\$ 362.76	\$ 221.35	\$ 122.10	\$ 87.34	\$ 162.22	\$ 121.60		\$ 2,595.26
LMCBSF	LOCAL BUILDING SECURITY FUND	\$ 4.90				\$ 102.90	\$ 188.25	\$ 131.84	\$ 42.42	\$ 109.86	\$ 107.01	\$ 151.45		\$ 833.73
LTPDF	LOCAL TRUANCY PREVENTION FUND	\$ 5.00				\$ 105.00	\$ 192.09	\$ 134.53	\$ 43.28	\$ 112.10	\$ 109.19	\$ 154.54		\$ 850.73
LMCTF	LOCAL COURT TECHNOLOGY FUND	\$ 4.00				\$ 84.00	\$ 153.67	\$ 107.62	\$ 34.64	\$ 89.68	\$ 87.35	\$ 123.64		\$ 680.60
LMJF	LOCAL MUNICIPAL JURY FUND	\$ 0.10				\$ 2.10	\$ 3.84	\$ 2.70	\$ 0.86	\$ 2.25	\$ 2.19	\$ 3.08		\$ 17.02
POL OVRT	POLICE OVERTIME		\$ -	\$ -	\$ -									\$ -
OP	OVER PAYMENT		\$ -	\$ -	\$ -									\$ -
NSF	RETURN CHECK FEE		\$ -	\$ -	\$ -									\$ -
UNK	UNKNOWN		\$ -	\$ -	\$ -									\$ -
TOTAL COLLECTED			\$ 964.92	\$ 604.42	\$ 592.87	\$ 788.07	\$ 1,172.69	\$ 764.04	\$ 334.88	\$ 466.74	\$ 589.62	\$ 645.50	\$ -	\$ 6,923.75
LOCAL FINES & FEES														
CS2	CHILD SAFETY FEE	\$ 25.00	\$ 292.50	\$ 57.67	\$ 150.00	\$ 39.78	\$ 160.22	\$ 25.00		\$ 50.00	\$ 25.00	\$ 25.00		\$ 825.17
CJFC	CIVIL JUSTICE FEE COURT	\$ 0.01	\$ 0.58	\$ 0.31	\$ 0.27	\$ 0.25	\$ 0.18	\$ 0.12	\$ 0.07	\$ 0.06	\$ 0.09	\$ 0.02		\$ 1.95
TLFTA3	OMNI BASE FEE-LOCAL	\$ 4.00	\$ 76.67	\$ 52.00	\$ 92.00	\$ 116.00	\$ 276.49	\$ 116.00	\$ 55.51	\$ 56.00	\$ 116.00	\$ 64.00		\$ 1,020.67
TFC	TRAFFIC	\$ 3.00	\$ 202.97	\$ 111.90	\$ 100.77	\$ 139.71	\$ 130.39	\$ 109.13	\$ 46.18	\$ 79.63	\$ 81.56	\$ 75.28		\$ 1,077.52
ARR FEE	ARREST FEE	\$ 5.00	\$ 600.43	\$ 367.02	\$ 345.46	\$ 400.07	\$ 574.80	\$ 376.56	\$ 164.74	\$ 194.95	\$ 251.95	\$ 256.55		\$ 3,532.53
WRNTE	WARRANT FEE	\$ 50.00	\$ 671.43	\$ 405.70	\$ 815.70	\$ 1,088.00	\$ 1,450.00	\$ 821.00	\$ 478.60	\$ 741.00	\$ 1,150.00	\$ 792.67		\$ 8,414.10
CAPIAS	CAPIAS WARRANT FEE	\$ 50.00	\$ 165.82	\$ 50.00	\$ 427.86	\$ 200.00	\$ 955.61	\$ 1,146.95	\$ 465.87	\$ 279.69	\$ 418.69	\$ 381.31		\$ 4,491.80
AF	ADMIN FEE	\$ 10.00	\$ 10.00	\$ -	\$ -	\$ 20.00	\$ 10.00	\$ 30.00		\$ 10.00	\$ 10.00	\$ 10.00		\$ 90.00
TITLE 7	TRANS CODE FINE		\$ 3,291.90	\$ 1,376.80	\$ 2,005.20	\$ 2,663.25	\$ 1,958.58	\$ 1,841.75	\$ 1,036.70	\$ 1,843.90	\$ 1,540.90	\$ 1,336.90		\$ 18,895.88
FINE			\$ 10,975.85	\$ 7,070.40	\$ 9,717.00	\$ 8,900.40	\$ 13,981.90	\$ 10,689.15	\$ 5,208.30	\$ 4,777.67	\$ 6,825.53	\$ 6,555.00		\$ 84,701.20
JF	JURY FEE	\$ 3.00	\$ 3.00	\$ -	\$ -		\$ 5.00	\$ -						\$ 8.00
TP-L	TIME PAYMENT FEE-CITY	\$ 10.00	\$ 333.69	\$ 228.42	\$ 365.19	\$ 284.47	\$ 410.06	\$ 316.27	\$ 102.81	\$ 77.54	\$ 109.85	\$ 108.04		\$ 2,336.34
ADMIN	SPECIAL EXPENSE FEE		\$ 5,358.70	\$ 3,783.90	\$ 2,111.40	\$ 3,195.00	\$ 3,004.90	\$ 1,972.50	\$ 1,657.90	\$ 1,900.60	\$ 1,949.80	\$ 1,247.00		\$ 26,181.70
DSC FEE	DRIVING SAFETY COURSE FEE	\$ 10.00	\$ 310.00	\$ 100.00	\$ 80.00	\$ 146.17	\$ 170.00	\$ 80.00	\$ 20.00	\$ 80.00	\$ 50.00	\$ 80.00		\$ 1,116.17
TP-L-C	TIME PAYMENT FEE-JUDICIAL EFF.	\$ 2.50	\$ 85.93	\$ 57.14	\$ 91.31	\$ 71.10	\$ 102.55	\$ 81.56	\$ 25.69	\$ 16.92	\$ 27.46	\$ 27.03		\$ 586.69
TPRF	TIME PAYMENT REIMBURSEMENT FEE	\$ 15.00				\$ 71.07	\$ 223.74	\$ 285.72	\$ 129.55	\$ 49.12	\$ 111.08	\$ 105.96		\$ 976.24
AF2	\$20 ADMIN FEE	\$ 20.00	\$ 280.00	\$ 240.00	\$ 200.00	\$ 300.00	\$ 240.00	\$ 140.00		\$ 80.00	\$ 20.00	\$ 20.00		\$ 1,520.00
ACC	ACCIDENT FEE	\$ 25.00	\$ 100.00	\$ -	\$ 75.00	\$ 75.00	\$ 50.00	\$ 100.00		\$ 125.00	\$ 25.00	\$ 71.33		\$ 621.33
CSS	CHILD SAFETY SEAT	\$ 0.15	\$ -	\$ -	\$ -	\$ 0.15								\$ 0.15
TOTAL COLLECTED			\$ 22,759.47	\$ 13,901.26	\$ 16,577.16	\$ 17,710.42	\$ 23,704.42	\$ 18,131.71	\$ 9,391.92	\$ 10,352.08	\$ 12,712.91	\$ 11,156.09	\$ -	\$ 156,397.44
GRAND TOTAL			\$ 35,768.30	\$ 21,813.37	\$ 25,592.28	\$ 28,065.70	\$ 39,941.38	\$ 29,430.25	\$ 14,533.13	\$ 16,703.48	\$ 20,347.30	\$ 18,337.16	\$ -	\$ 250,532.35

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 P.O. Box 16512
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 (713) 249-5869

August 11, 2020

July 1, 2020 Presiding Judge for Pre-Trial Hearing; Signed Orders, Etc.	4.0 Hours
July 2, 2020 Presiding Judge for Arraignment Hearings; Signed Court Orders, Etc;	3.0 Hours
July 4, 2020 Magistrated Inmate at FBCO Jail	2.0 Hours
July 6 2020 Reviewed Corona Virus Updates; Signed Court Orders, Etc.	2.0 Hours
July 9, 2020 Presiding Judge for Arraignment Hearings; Signed Court Orders, Etc.	4.0 Hours
July 10, 2020 Signed Court Orders, Etc.	2.0 Hours
July 12, 2020 Magistrated Inmate at FBCO Jail	2.0 Hours
July 13, 2020 Magistrated Inmate at FBCO Jail; Signed Court Orders, Etc.	2.0 Hours
July 15, 2020 Review Corona Virus Update; Communication with Administrator Re: Court Reopening	2.0 Hours
July 16, 2020 Presiding Judge for Arraignment Hearing; Signed Court Orders; Etc.; Reviewed Collection Agency Report	4.0 Hours
July 17, 2020 Magistrate Inmate at FBCO Jail; Signed Court Orders, Etc.	3.0 Hours
July 20, 2020 Reviewed Corona Virus Update; Attended Commissioners Meeting	2.0 Hours
July 23, 2020 Presiding Judge For Arraignment Hearings; Signed Orders, Etc.	4.0 Hours
July 24, 2020 Signed Court Orders; Etc.	2.0 Hours
July 26, 2020 Performed Magistrate Duties at FBCO Jail	2.0 Hour
July 27, 2020 Magistrate Inmate at FBCO Jail; Signed Court Orders, Etc.	2.0 Hours
July 30, 2020 Presiding Judge for Arraignment Hearings: Signed Court Orders, Etc.	4.0 Hours
July 31, 2020 Signed Court Orders, Etc.	2.0 Hours
July 1-31, 2020 Daily Calls to FBCO Jail to check on Inmates	7.75 Hours

TOTAL HOURS: 55.75



CONSENT AGENDA

5. Tax Assessor/Collector Report.



**PROPERTY TAX COLLECTION REPORT
July 31, 2020**

TAXES DUE AT CERTIFICATION	3,897,914.58
Adjustments to Date	26,064.54
TOTAL TAX LEVY	3,923,979.12

2019 Tax Collections

	Base	Penalties & Interest	Total
October	10,356.53	0.00	10,356.53
November	223,550.98	0.00	223,550.98
December	1,335,052.40	0.00	1,335,052.40
January	1,592,333.67	0.00	1,592,333.67
February	428,179.89	7,147.74	435,327.63
March	62,543.97	4,535.26	67,079.23
April	42,941.63	3,350.88	46,292.51
May	39,367.58	2,731.24	42,098.82
June	32,442.91	3,273.07	35,715.98
July (Delinquent as of July 1, 2019)			0.00
August			0.00
September			0.00
TOTAL	3,766,769.56	21,038.19	3,787,807.75

**Last Year %
Collected**
97.42%

% Collected 96.80%

TRANSFERRED TO DELINQUENT ROLL

July, Aug, and Sept Payments 31,585.35

2019 TAXES OUTSTANDING 125,624.21

% Current Outstanding 3.20%

DELINQUENT COLLECTIONS

	Base	Penalties & Interest	Total
October	7,854.89	2,084.20	9,939.09
November	5,700.89	1,386.51	7,087.40
December	4,331.48	1,061.06	5,392.54
January	8,063.18	2,298.10	10,361.28
February	5,720.93	1,596.02	7,316.95
March	8,267.86	2,465.46	10,733.32
April	1,300.52	418.53	1,719.05
May	13,166.42	6,852.83	20,019.25
June	3,559.91	1,394.62	4,954.53
July	1,897.20	3,686.25	5,583.45
August			0.00
September			0.00
TOTAL	59,863.28	23,243.58	83,106.86

DELINQUENT TAXES OUTSTANDING 227,590.58
TRANSFERRED TO DELINQUENT ROLL 0.00
TOTAL TAXES OUTSTANDING 353,214.79

SUMMARY MONTHLY REPORT OF PROPERTY TAXES

COLLECTED BY CARRIE SURRATT, TAX ASSESSOR-COLLECTOR OF FT. BEND COUNTY, TEXAS DURING THE MONTH OF JULY 2020

I, CARRIE SURRATT, TAX ASSESSOR-COLLECTOR OF FORT BEND COUNTY, DO SOLEMNLY SWEAR THAT THE WITHIN ATTACHED SHEETS ARE A TRUE AND CORRECT REPORT OF ALL PROPERTY TAXES COLLECTED DURING THE MONTH OF JULY 2020, SHOWING THE TOTAL COLLECTIONS AS FOLLOWS, VIZ:

	CURRENT PAYMENTS	CURRENT P & I	DELINQUENT PAYMENTS	DELINQUENT P&I	RENDITION PENALTY	REN PEN DISTRIB	TAX COLLECTION TOTAL	JURIS COMM	JURIS DEPOSITS	DISBURSED TOTAL	TAX COLLECTION YTD TOTAL
STATE	-	-	-	-	-	-	-	-	-	-	0.00
COUNTY	-	-	585,654.74	123,318.35	(225.03)	-	708,748.06	-	-	708,748.06	313,239,342.57
DRAINAGE	-	-	19,780.91	4,377.44	(8.15)	-	24,150.20	241.50	-	23,908.70	10,694,609.41
LR & FC	-	-	0.23	-	-	-	0.23	-	-	0.23	5.99
W C JR COLL	-	-	13,217.71	2,073.77	(0.06)	-	15,291.42	-	-	15,291.42	1,690,688.64
FEES-ATTORNEY	-	-	501,320.67	-	-	-	501,320.67	-	-	501,320.67	2,257,913.53
FB PKW	-	-	0.08	0.05	-	-	0.13	-	-	0.13	0.68
KATY ISD	-	-	579,634.00	52,127.55	(123.95)	-	631,637.60	-	-	631,637.60	252,710,727.63
ENCLAVE @ RIVER PARK PID	-	-	370.00	-	-	-	370.00	-	-	370.00	103,373.96
LAMAR CISD	-	-	832,342.04	97,010.66	(43.42)	-	929,309.28	-	-	929,309.28	226,823,657.75
KENDLETON ISD	-	-	-	-	-	-	-	-	-	-	2,668.65
FORT BEND ESD #4	-	-	24,328.20	2,612.21	(3.49)	-	26,936.92	-	-	26,936.92	8,287,129.96
FORT BEND ESD #3	-	-	637.10	114.70	-	-	751.80	-	-	751.80	151,303.01
FULSHEAR	-	-	6,121.54	1,854.55	(3.41)	-	7,972.68	-	-	7,972.68	3,864,136.96
RICHMOND	-	-	33,482.55	3,686.43	(0.18)	-	37,168.80	-	-	37,168.80	3,902,499.96
FBISD	-	-	1,724,873.17	238,629.45	(379.85)	-	1,963,122.77	-	-	1,963,122.77	519,981,428.61
FBISD INACTIVE & CED INAC	-	-	-	-	-	-	-	-	-	-	0.00
FORT BEND MUD #46	-	-	18,762.81	3,015.55	(6.14)	-	21,772.22	-	-	21,772.22	55,214.22
UNL RDS	-	-	-	-	-	-	-	-	-	-	0.00
BEASLEY	-	-	892.16	54.86	-	-	947.02	-	-	947.02	132,300.22
ROSENBERG	-	-	40,168.52	7,608.87	(13.66)	-	47,763.73	-	-	47,763.73	11,211,604.29
ARCOLA	-	-	9,914.71	1,974.87	-	-	11,889.58	-	-	11,889.58	954,123.45
ORCHARD	-	-	690.90	90.54	-	-	781.44	-	-	781.44	82,795.65
KENDLETON	-	-	4,104.50	852.90	-	-	4,957.40	-	-	4,957.40	136,298.21
HARRIS FT BD ESD #100	-	-	2,456.58	1,122.42	(0.96)	-	3,578.04	-	-	3,578.04	4,343,306.65
MEADOWS PLACE	-	-	18,678.38	912.73	-	-	19,591.11	-	-	19,591.11	3,081,799.82
NEEDVILLE	-	-	8,183.47	1,284.76	-	-	9,468.23	-	-	9,468.23	802,704.78
SIMONTON	-	-	(47.55)	62.55	-	-	15.00	-	-	15.00	167,771.83
FT BD WATER SUPPLY#1	-	-	59,490.11	12,132.83	-	-	71,622.94	-	-	71,622.94	3,658,196.43
FT BD E S D #1	-	-	1,745.54	80.59	-	-	1,826.13	-	-	1,826.13	393,784.58
FT BD W C I D #2	-	-	15,798.75	2,662.32	(15.76)	-	18,445.31	-	-	18,445.31	8,465,833.93
H C C - STAFFORD	-	-	3,236.67	789.39	(5.03)	-	4,021.03	-	-	4,021.03	2,839,001.01
STAFFORD MSD	-	-	51,461.99	10,431.36	(62.72)	-	61,830.63	-	-	61,830.63	32,007,776.31
CITY OF STAFFORD	-	-	-	-	-	-	-	-	-	-	0.00
NEEDVILLE ISD & CED	-	-	110,767.77	20,327.25	(0.60)	-	131,094.42	-	-	131,094.42	15,768,375.56
FT BD E S D # 2	-	-	8,695.66	655.49	(0.46)	-	9,350.69	-	-	9,350.69	6,973,625.95
ESD #5	-	-	12,586.90	1,314.77	(1.69)	-	13,899.98	-	-	13,899.98	4,898,706.80
FT BD M U D # 134-C	-	-	29,619.22	358.88	(5.06)	-	29,973.04	-	-	29,973.04	10,425,340.69
FT BD M U D #41	-	-	4,828.08	540.69	-	-	5,368.77	-	-	5,368.77	1,393,050.55
WILLOWFORK DRAINAGE	-	-	19,107.33	1,717.19	(1.27)	-	20,823.25	-	-	20,823.25	7,775,101.35
CINCO M U D #9	-	-	4,158.70	195.37	(0.42)	-	4,353.65	-	-	4,353.65	1,544,214.02
CITY OF MISSOURI CITY	-	-	265,220.49	27,821.08	(52.85)	-	292,988.72	-	-	292,988.72	44,298,416.37
H C C - MISSOURI CITY	-	-	17,381.96	3,216.60	(7.81)	-	20,590.75	-	-	20,590.75	5,695,231.79
FBC FRESH WATER #2	-	-	12,025.87	1,747.52	(1.11)	-	13,772.28	-	-	13,772.28	958,723.46
CINCO MUD # 2	-	-	8,631.00	33.66	(0.69)	-	8,663.97	-	-	8,663.97	2,145,975.63
CINCO MUD #5	-	-	4,508.88	374.28	-	-	4,883.16	-	-	4,883.16	911,953.69
CINCO MUD #7	-	-	4,715.65	193.14	-	-	4,908.79	-	-	4,908.79	1,938,409.64
PID#2 ASSESSMENT	-	-	2,558.77	5.79	-	-	2,564.56	-	-	2,564.56	702,567.52

PID#4 ASSESSMENT	-	-	5,506.66	1,443.75	-	-	6,950.41	-	-	6,950.41	401,725.70
CITY OF SUGAR LAND	-	-	120,611.06	15,511.86	(35.25)	-	136,087.67	-	-	136,087.67	53,313,941.79
FORT BEND MUD #1	-	-	-	-	-	-	-	-	-	-	0.00
ELDRIDGE ROAD MUD	-	-	-	-	-	-	-	-	-	-	111.99
FORT BEND MUD #134B	-	-	22,591.78	542.43	(7.11)	-	23,127.10	-	-	23,127.10	8,003,244.65
FORT BEND MUD #162	-	-	2,035.02	646.44	-	-	2,681.46	-	-	2,681.46	1,683,275.32
FORT BEND MUD #155	-	-	5,451.34	491.39	(0.13)	-	5,942.60	-	-	5,942.60	3,436,494.19
RENDITION PENALTY (INC SI	-	-	-	-	-	1,030.85	1,030.85	-	-	1,030.85	37,064.22
FIRST COLONY LID #2	-	-	5,385.85	700.84	-	-	6,086.69	-	-	6,086.69	22,996.17
NSF CK CHGES & TAX CERTII	-	-	1,660.00	-	-	-	1,660.00	-	-	1,660.00	30,920.00
CITY OF KATY	-	-	23,721.63	3,920.40	(21.19)	-	27,620.84	-	-	27,620.84	9,846,031.79
FORT BEND ESD #6	-	-	4,487.22	566.51	-	-	5,053.73	-	-	5,053.73	505,147.96
FORT BEND ESD #8	-	-	3,587.39	611.18	-	-	4,198.57	-	-	4,198.57	293,739.08
FORT BEND LID #14	-	-	1,255.22	109.19	-	-	1,364.41	-	-	1,364.41	918,125.30
FORT BEND LID #12	-	-	3,042.16	405.31	(2.53)	-	3,444.94	-	-	3,444.94	1,901,813.71
FORT BEND ESD #7	-	-	11,113.71	1,576.29	(0.13)	-	12,689.87	-	-	12,689.87	1,868,816.29
DEFINED AREA #1	-	-	-	-	-	-	-	-	-	-	593,142.86
FORT BEND MUD #67	-	-	-	-	-	-	-	-	-	-	(1,623.75)
FORT BEND MUD #68	-	-	-	-	-	-	-	-	-	-	(41.39)
FORT BEND MUD #69	-	-	(9.60)	-	-	-	(9.60)	-	-	(9.60)	474.27
FORT BEND MUD #112	-	-	-	-	-	-	-	-	-	-	56.49
FORT BEND MUD #111	-	-	-	-	-	-	-	-	-	-	313.97
FORT BEND MUD #108	-	-	-	-	-	-	-	-	-	-	61.08
FORT BEND MUD #109	-	-	-	-	-	-	-	-	-	-	393.56
FORT BEND MUD #106	-	-	-	-	-	-	-	-	-	-	(198.37)
FORT BEND MUD #117	-	-	-	-	-	-	-	-	-	-	(324.53)
FORT BEND LID #15	-	-	55,381.18	7,318.44	(0.74)	-	62,698.88	-	-	62,698.88	88,687.17
FORT BEND LID #19	-	-	12,064.12	2,241.45	-	-	14,305.57	-	-	14,305.57	14,305.57
FORT BEND MUD #129	-	-	-	-	-	-	-	-	-	-	0.00
TOTAL	0.00	0.00	5,339,991.50	663,468.89	(1,030.85)	1,030.85	6,003,460.39	241.50	0.00	6,003,218.89	1,600,430,386.80

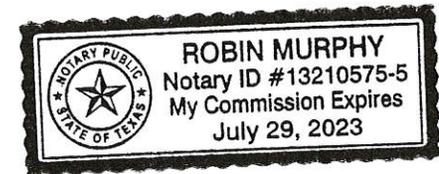
Carrie Surratt

TAX ASSESSOR-COLLECTOR, FORT BEND COUNTY, TEXAS

SUBSCRIBED AND SWORN BEFORE ME, THIS 6th DAY OF Aug, 2020 BY

Robin Murphy

 NOTARY PUBLIC, STATE OF TEXAS



I, ROBERT E STURDIVANT, COUNTY AUDITOR OF FORT BEND COUNTY, DO HEREBY CERTIFY THAT I HAVE CAREFULLY EXAMINED THE ABOVE MENTIONED MONTHLY REPORT OF TAXES COLLECTED BY CARRIE SURRATT, TAX ASSESSOR-COLLECTOR OF SAID COUNTY, AND HAVE COMPARED SAID REPORT WITH STUBS FILED IN THIS OFFICE AND FIND THE SAME CORRECT.

 COUNTY AUDITOR, FORT BEND COUNTY, TEXAS

**FORT BEND COUNTY TAX OFFICE
TOTAL TAXES DUE - RECAP
42 - CITY OF RICHMOND**

DATE	BEGINNING BALANCE	CURRENT PAYMENTS	PREVIOUS YR PAYMENTS	CURRENT LEVY ADJ.	PREVIOUS YR LEVY ADJ.	2019 TAXES	TOTAL	
07/01/2020	386,415.11		(1,234.34)				385,180.77	
07/02/2020	385,180.77		(2,239.89)				382,940.88	
07/06/2020	382,940.88		(4,559.78)				378,381.10	
07/07/2020	378,381.10		(1,922.37)				376,458.73	
07/08/2020	376,458.73		(2,601.89)				373,856.84	
07/09/2020	373,856.84		(1,054.25)				372,802.59	
07/10/2020	372,802.59		(309.34)				372,493.25	
07/13/2020	372,493.25		(696.95)				371,796.30	
07/14/2020	371,796.30		(614.93)				371,181.37	
07/15/2020	371,181.37		(1,008.20)				370,173.17	
07/16/2020	370,173.17		(485.68)				369,687.49	
07/17/2020	369,687.49		(36.88)				369,650.61	
07/20/2020	369,650.61		(1,799.36)		201.59		368,052.84	
07/21/2020	368,052.84		(729.61)		122.64		367,445.87	
07/22/2020	367,445.87		(1,943.52)				365,502.35	
07/23/2020	365,502.35		(1,395.75)		(42.00)		364,064.60	
07/24/2020	364,064.60		(1,886.17)				362,178.43	
07/27/2020	362,178.43		(2,424.38)				359,754.05	
07/28/2020	359,754.05		(1,518.86)				358,235.19	
07/29/2020	358,235.19		(807.03)				357,428.16	
07/30/2020	357,428.16		(1,221.15)				356,207.01	
07/31/2020	356,207.01		(2,992.22)				353,214.79	
TOTAL		0.00	(33,482.55)	0.00	0.00	0.00	282.23	0.00

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2019	M & O	.525400	23,710.51	.00	2,060.55	.00	25,771.06	1,660.94	.00	.00	27,432.00
	I & S	.174500	7,874.84	.00	684.32	.00	8,559.16	.00	.00	.00	8,559.16
	TOTAL	.699900	31,585.35	.00	2,744.87	.00	34,330.22	1,660.94	.00	.00	35,991.16
2018	M & O	.540300	599.97	.00	178.56	.00	778.53	199.11	.00	.00	977.64
	I & S	.159600	177.24	.00	52.77	.00	230.01	.00	.00	.00	230.01
	TOTAL	.699900	777.21	.00	231.33	.00	1,008.54	199.11	.00	.00	1,207.65
2017	M & O	.565200	418.91	.00	174.11	.00	593.02	149.00	.00	.00	742.02
	I & S	.144800	107.31	.00	44.63	.00	151.94	.00	.00	.00	151.94
	TOTAL	.710000	526.22	.00	218.74	.00	744.96	149.00	.00	.00	893.96
2016	M & O	.525200	63.72	.00	34.42	.00	98.14	27.46	.00	.00	125.60
	I & S	.209800	25.44	.00	13.72	.00	39.16	.00	.00	.00	39.16
	TOTAL	.735000	89.16	.00	48.14	.00	137.30	27.46	.00	.00	164.76
2015	M & O	.529000	112.79	.00	74.44	.00	187.23	53.44	.00	.00	240.67
	I & S	.226000	48.18	.00	31.80	.00	79.98	.00	.00	.00	79.98
	TOTAL	.755000	160.97	.00	106.24	.00	267.21	53.44	.00	.00	320.65
2014	M & O	.542900	108.30	.00	84.46	.00	192.76	54.67	.00	.00	247.43
	I & S	.227100	45.30	.00	35.34	.00	80.64	.00	.00	.00	80.64
	TOTAL	.770000	153.60	.00	119.80	.00	273.40	54.67	.00	.00	328.07
2013	M & O	.543800	34.12	.00	27.73	.00	61.85	16.77	.00	.00	78.62
	I & S	.236200	14.82	.00	12.05	.00	26.87	.00	.00	.00	26.87
	TOTAL	.780000	48.94	.00	39.78	.00	88.72	16.77	.00	.00	105.49
2012	M & O	.543600	23.15	.00	23.62	.00	46.77	13.53	.00	.00	60.30
	I & S	.242900	10.35	.00	10.55	.00	20.90	.00	.00	.00	20.90
	TOTAL	.786500	33.50	.00	34.17	.00	67.67	13.53	.00	.00	81.20
2011	M & O	.546700	23.29	.00	26.54	.00	49.83	14.34	.00	.00	64.17
	I & S	.239800	10.21	.00	11.65	.00	21.86	.00	.00	.00	21.86
	TOTAL	.786500	33.50	.00	38.19	.00	71.69	14.34	.00	.00	86.03
2010	M & O	.539300	25.67	.00	32.35	.00	58.02	16.92	.00	.00	74.94
	I & S	.247200	11.77	.00	14.82	.00	26.59	.00	.00	.00	26.59
	TOTAL	.786500	37.44	.00	47.17	.00	84.61	16.92	.00	.00	101.53
2009	M & O	.529000	3.01	.00	4.15	.00	7.16	2.13	.00	.00	9.29
	I & S	.257500	1.47	.00	2.03	.00	3.50	.00	.00	.00	3.50
	TOTAL	.786500	4.48	.00	6.18	.00	10.66	2.13	.00	.00	12.79
2008	M & O	.579200	3.30	.00	.00	.00	3.30	.00	.00	.00	3.30
	I & S	.210800	1.20	.00	.00	.00	1.20	.00	.00	.00	1.20
	TOTAL	.790000	4.50	.00	.00	.00	4.50	.00	.00	.00	4.50

FORT BEND COUNTY

**Rendition Commission Distribution Detail
from 07/01/2020 to 07/31/2020**

Date: 08/04/2020 14:37:44

County Code: 79

Tax Unit Page: 1 of 1

Tax Unit: 42 CITY OF RICHMOND

Account No.	Year	Deposit	Levy Collected	Rendition Penalty	P & I Collected	Rendition P & I	Appraisal Commission	Disbursement Amount
9960060960015901	2019	J200708K2	17.33	1.58	2.60	0.00	0.08	19.85
9960012170096901	2019	O200708AB1	20.57	1.90	3.08	0.00	0.10	23.55
Total for 2019			37.90	3.48	5.68	0.00	0.18	43.40
Total for Tax Unit 42 CITY OF RICHMOND			37.90	3.48	5.68	0.00	0.18	43.40

TAX COLLECTION SYSTEM
 TAX COLLECTOR MONTHLY REPORT
 FROM 07/01/2020 TO 07/31/2020

FISCAL START: 10/01/2019 END: 09/30/2020 JURISDICTION: 0042 CITY OF RICHMOND

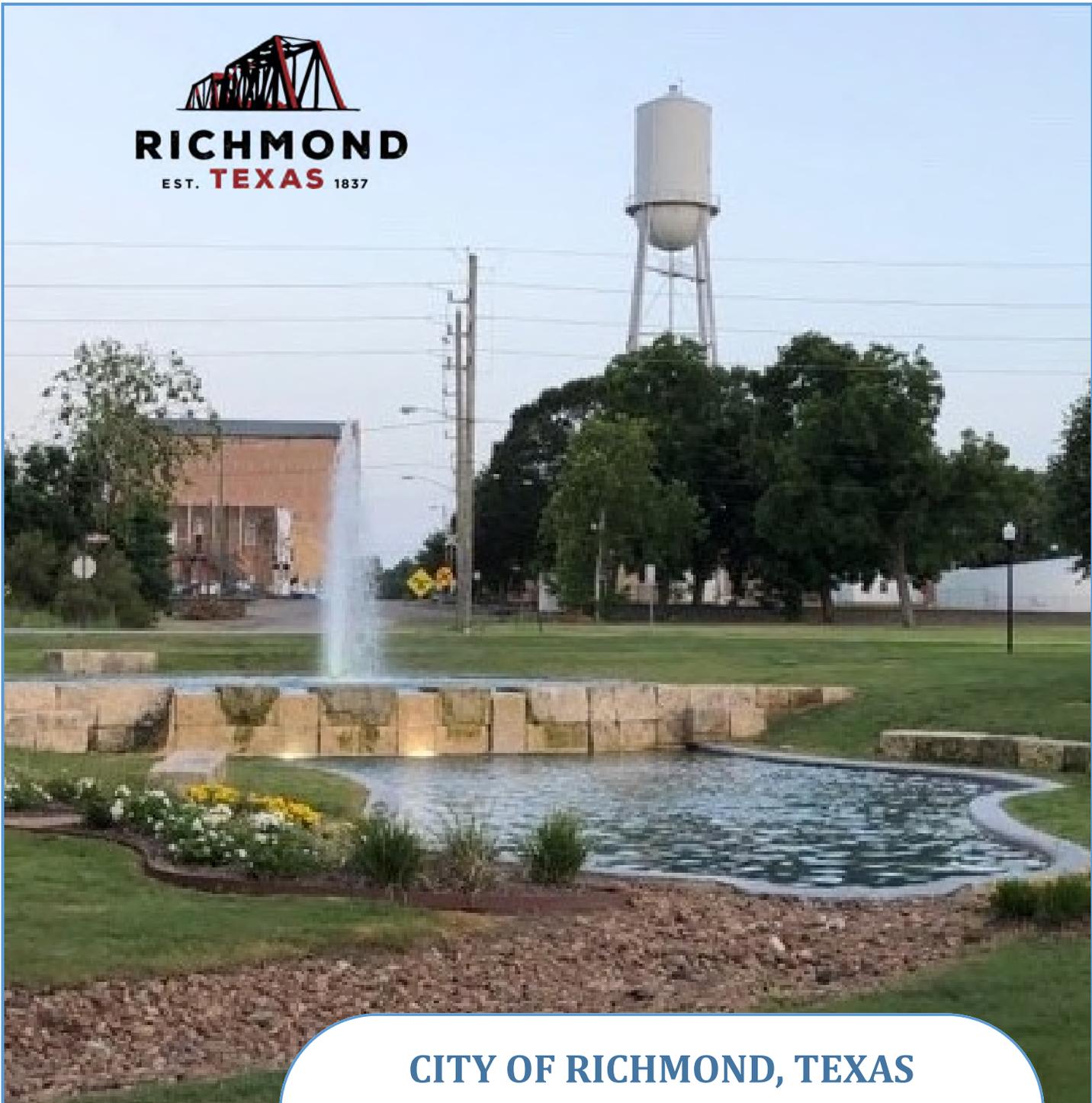
	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	556,297,037	3,693,398	559,990,435	00.699900	3,923,979.12	4,871

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2019	3,897,914.58	42.00-	26,064.54	31,585.35	3,798,354.91	125,624.21	96.80	0.00
2018	78,709.87	41.99	840.93-	777.21	34,756.88	43,112.06	44.64	0.00
2017	36,540.51	80.65	351.88-	526.22	9,284.41	26,904.22	25.66	0.00
2016	25,257.85	94.08	100.11-	89.16	3,474.40	21,683.34	13.81	0.00
2015	23,521.11	107.51	54.42	160.97	3,154.09	20,421.44	13.38	0.00
2014	18,472.15	.00	139.18	153.60	1,694.77	16,916.56	9.11	0.00
2013	14,286.21	.00	86.47	48.94	1,127.03	13,245.65	7.84	0.00
2012	12,993.99	.00	25.56-	33.50	882.07	12,086.36	6.80	25.56-
2011	14,792.65	.00	25.56-	33.50	841.82	13,925.27	5.70	25.56-
2010	11,481.08	.00	25.56-	37.44	846.66	10,608.86	7.39	25.56-
2009	12,009.87	.00	2,673.82-	4.48	700.93	8,635.12	7.51	25.56-
2008	7,767.83	.00	106.26-	4.50	655.38	7,006.19	8.55	25.68-
2007	7,292.30	.00	25.68-	13.19	664.07	6,602.55	9.14	25.68-
2006	5,617.62	.00	25.68-	0.00	603.32	4,988.62	10.79	25.68-
2005	6,060.08	.00	0.00	0.00	544.15	5,515.93	8.98	0.00
2004	3,975.72	.00	0.00	0.00	416.06	3,559.66	10.47	0.00
2003	3,173.73	.00	0.00	0.00	0.00	3,173.73		0.00
2002	2,174.36	.00	0.00	0.00	28.05	2,146.31	1.29	0.00
2001	1,510.88	.00	0.00	0.00	28.05	1,482.83	1.86	0.00
2000	1,475.43	.00	0.00	0.00	28.05	1,447.38	1.90	0.00
1999	1,209.27	.00	119.44-	0.00	12.85	1,076.98	1.18	0.00
1998	3,171.76	.00	0.00	14.49	120.24	3,051.52	3.79	0.00
****	4,189,408.85	282.23	22,024.13	33,482.55	3,858,218.19	353,214.79		179.28-



CONSENT AGENDA

6. Monthly Financial Report.



CITY OF RICHMOND, TEXAS
Monthly Financial Report
For the period ending July 31, 2020





Monthly Financial Report

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Monthly Financial Report

Introduction

The following monthly financial report for the City of Richmond provides an overview of the City's financial position as of a point in time. This report details activity in the respective funds and where appropriate highlights key statistical information that may help indicate trends impacting financial condition. Information in this report is through July 31, 2020, which represents 83.33% of the fiscal year.

Property Tax (General Fund & Debt Service)

Property tax is allocated between both the General Fund and the Debt Service Fund. Property tax collections total \$3,819,393 through the period, which represents 96.80% of total adjusted tax levy. The City budgeted \$4,001,105 in property tax collections, which includes, current, delinquent and penalty and interest (this represents a 98% collection rate). Taxes become delinquent on February 1st and are assessed six percent for first month or portion of month, plus 1 percent for each additional month delinquent. Taxes unpaid after July 1st will be assessed (12%) for penalty and interest and the percentage stops increasing.

General Fund Summary

The General Fund is a governmental fund type and is the primary operating fund for the City. The General Fund accounts for all activity not properly accounted for in another fund type.

Summary of Revenues

In the General Fund, revenues total \$15,640,995 through the period, which is 82.70% of budget.

Sales Tax

Sales tax is the largest revenue stream in the General Fund, but it is also the most volatile, therefore it is budgeted conservatively. Sales tax collections through the period are trending both above budget, and over the prior year's collections.

Sales Tax - Overview

Through the period, the City has collected \$5,929,003 in sales tax payments. The City has entered into agreements with several Municipal Utility Districts (MUDs) for limited purpose annexation. Through these limited purpose annexations, the City and the MUDs share the sales tax collected within the jurisdictions. In addition to limited purpose annexation, the City has adopted economic development sales tax. Through the Richmond Development Corporation (RDC), the City transfers 25% of the total sales tax collected for the purpose of economic development. After distributing sales tax to participating entities, the City has retained \$4,076,353 in General Fund Sales Tax through the period. The table below show the distribution of the net sales tax payment received from the Comptroller.



Monthly Financial Report

Quarter Label	Net Payment	SPA Collections	City Retained SPA	Gross City Collections	MUD Expense SPA	City Retained	Budget Amount	DCR Retained
Q1								
1 - October	543,165	104,362	54,274	419,895	-50,088	369,807	329,433	123,269
2 - November	631,586	94,288	48,995	485,013	-45,293	439,720	387,551	146,573
3 - December	624,289	98,637	51,406	480,025	-47,231	432,794	400,046	144,265
Total	1,799,040	297,287	154,675	1,384,933	-142,612	1,242,321	1,117,030	414,107
Q2								
4 - January	533,734	96,678	50,269	411,903	-46,409	365,494	339,502	121,831
5 - February	710,813	104,276	54,225	545,623	-50,051	495,572	405,093	165,191
6 - March	536,909	92,612	48,137	413,801	-44,476	369,325	354,270	123,108
Total	1,781,456	293,566	152,631	1,371,326	-140,935	1,230,391	1,098,865	410,130
Q3								
7 - April	551,969	100,409	52,077	426,060	-48,331	377,728	350,713	125,909
8 - May	643,006	115,028	59,766	496,070	-55,262	440,808	430,249	146,936
9 - June	571,790	101,334	52,665	441,010	-48,669	392,341	423,932	130,780
Total	1,766,765	316,770	164,507	1,363,140	-152,263	1,210,877	1,204,894	403,626
Q4								
10 - July	581,742	120,391	62,335	450,820	-58,056	392,764	381,459	130,921
Total	581,742	120,391	62,335	450,820	-58,056	392,764	381,459	130,921
Total	5,929,003	1,028,015	534,148	4,570,219	-493,866	4,076,353	3,802,248	1,358,784

Sales Tax – General Fund Performance

The table below highlights the City’s sales tax performance compared to budget and year-over-year (YoY). Through the period, the City is 10.47% higher than the prior year and is 7.21% higher than budget. It’s important to note that the budget is based on a normal probability distribution of funds throughout the year. Changes within that distribution, as a result of prepayments, and audit adjustments may skew the budgeted amounts.

Quarter Label	Prior Year Net Payment	Net Payment	YoY Net % Chg	Prior Year City Retained	City Retained	YoY City % Chg	Budget Amount	Actual / Budget (\$)	Actual / Budget (%)
Q1									
1 - October	512,771	543,165	5.93%	347,004	369,807	6.57%	329,433	40,374	12.26%
2 - November	526,021	631,586	20.07%	368,231	439,720	19.41%	387,551	52,169	13.46%
3 - December	568,389	624,289	9.83%	385,048	432,794	12.40%	400,046	32,748	8.19%
Total	1,607,181	1,799,040	11.94%	1,100,283	1,242,321	12.91%	1,117,030	125,291	11.22%
Q2									
4 - January	443,939	533,734	20.23%	311,230	365,494	17.44%	339,502	25,992	7.66%
5 - February	624,297	710,813	13.86%	434,229	495,572	14.13%	405,093	90,479	22.34%
6 - March	464,107	536,909	15.69%	318,177	369,325	16.08%	354,270	15,055	4.25%
Total	1,532,343	1,781,456	16.26%	1,063,635	1,230,391	15.68%	1,098,865	131,526	11.97%
Q3									
7 - April	523,728	551,969	5.39%	348,146	377,728	8.50%	350,713	27,015	7.70%
8 - May	578,016	643,006	11.24%	412,786	440,808	6.79%	430,249	10,559	2.45%
9 - June	591,217	571,790	-3.29%	400,045	392,341	-1.93%	423,932	-31,591	-7.45%
Total	1,692,961	1,766,765	4.36%	1,160,977	1,210,877	4.30%	1,204,894	5,983	0.50%
Q4									
10 - July	526,121	581,742	10.57%	365,224	392,764	7.54%	381,459	11,305	2.96%
Total	526,121	581,742	10.57%	365,224	392,764	7.54%	381,459	11,305	2.96%
Total	5,358,605	5,929,003	10.64%	3,690,119	4,076,353	10.47%	3,802,248	274,105	7.21%

Property Taxes

Property taxes are the second largest and most stable revenue stream in the General Fund. Property tax collections through the period total \$3,000,227. Collections in FY20 are 99.9% of budget. Note that property tax is recorded both in the General Fund and the Debt Service fund. This portion of property tax reflects the General Fund Collections only.

Utility Gross Receipts

Utility Gross Receipts consist of revenue generated from franchise agreements that the City maintains for the exclusive use of its right of ways for electric, phone, cable, and natural gas providers. Utility Gross Receipts through the period are \$560,157 or 79.1% of budget. Collections through the period in FY19 were \$572,896.

Other Operating Revenues

Other Operating Revenues are derived from a variety of revenue streams and are necessary to support operating expenditures. License and Permit Fees are \$578,907 for the year, or 76.0% of budget. Collections through the period in FY19 were \$596,749.

- Garbage collections are \$1,366,299 for the year, or 73.2% of budget. Collections through the period in FY19 were \$1,327,656.
- Court Fines are \$244,358 for the year, or 56.8% of budget. Collections through the period in FY19 were \$372,067.

Summary of Expenditures

Operating expenditures are those expenditures that are the direct result of providing City services and include a variety of costs. A few examples of the types of expenditures included in this category include salaries & benefits, supplies, purchased services, repairs and maintenance, and capital.

Expenditures in the General Fund for the year total \$13,466,712, or 70.70% of budget.

Utility Fund Summary

The Utility Fund is an Enterprise Fund type. It accounts for all of the activity associated with delivering safe, high quality water to all customers. Enterprise Fund types are different than governmental funds, because enterprise funds act more like a business. The services that Enterprise funds provide are typically supported by charges for service and other fees. The Utility fund is self-supporting and it is not supported by property taxes.



Monthly Financial Report

Summary of Revenues

Water revenues have a direct correlation with the weather. As rainfall increases, the total usage decreases. In order to manage the volatility associated with precipitation, the City budgets based on an average expected year.

In the Utility Fund, revenues through the period are \$6,255,306, or 73.20% of budget.

- Water collections through the period are \$3,039,814, or 74.5% of budget.
- Sewer/Other collections through the period are \$2,855,093, or 72.6% of budget.

Summary of Expenditures

Utility Fund Expenditures are those expenditures that are the direct result of providing water production, distribution, and collection and treatment services and include a variety of costs. Expenditures in the Utility Fund for the year are \$6,280,936, or 73.50% of budget.

Activity Report for Utilities

This report identifies performance measures of the Utility Billing Department and tracks their respective achievements for the current month compared to last year. A few items to note for **July 2020** are:

	<u>July</u> <u>FY19</u>	<u>July</u> <u>FY20</u>	<u>YTD</u>	<u>% Increase</u>
Utilities				
Customers Billed:				
Water Accounts	7,980	8,479	82,397	6%
Sewer Accounts	7,641	8,137	77,705	6%
Garbage Accounts	5,876	6,337	61,532	8%
Utility Services				
Connects-New Customers	143	198	1,330	38%
Disconnects-Closed Accts	80	96	470	20%
Online Payments	1,334	1,970	16,753	48%



Monthly Financial Report

General and Utility Fund Summary

<u>Fund</u>	<u>Revenues</u>	<u>% Budget</u>	<u>Expenditures</u>	<u>% Budget</u>	<u>Revenues Less Expenditures</u>
General	\$15,640,995	82.70%	\$13,466,712	70.70%	\$2,174,283
Utility	\$6,255,306	73.20%	\$6,280,936	73.50%	\$(25,630)
				Total	\$2,148,653

Interim (Unaudited)
General Fund Income Statement
As of 7/31/2020

% of Fiscal
Year Elapsed **83.33%**

Category	Prior YTD		% of Fiscal Year Elapsed	
	Actuals	Current Budget	Current YTD Actuals	% of Budget
Revenue				
Operating				
Sales Tax	4,160,464	5,245,000	4,570,305	87.1%
Property Tax	2,847,778	3,004,201	3,000,227	99.9%
Other Taxes	572,896	708,500	560,157	79.1%
Charges for Service	1,327,656	1,865,797	1,366,299	73.2%
Fire Protection Fees	2,163,267	2,642,145	2,353,755	89.1%
License\Permits\Fees	596,749	761,600	578,907	76.0%
Intergovernmental	516,272	1,601,269	751,872	47.0%
Fines & Forfeitures	372,067	430,000	244,358	56.8%
Other	39,053	70,038	40,101	57.3%
Interest	10,370	42,792	50,306	117.6%
Operating Total	12,606,573	16,371,342	13,516,287	82.6%
Non-Operating				
Transfers In	2,074,463	2,549,650	2,124,708	83.3%
Non-Operating Total	2,074,463	2,549,650	2,124,708	83.3%
Revenue Total	14,681,035	18,920,992	15,640,995	82.7%
Expenditure				
Operating				
Salaries & Benefits	9,154,375	12,378,365	9,031,840	73.0%
Supplies	724,094	1,270,587	654,145	51.5%
Professional Services	232,321	250,600	162,632	64.9%
Repairs & Maintenance	437,547	594,695	413,625	69.6%
Purchased Services	2,035,115	3,387,712	2,169,947	64.1%
Capital Items/Other	621,912	286,784	139,290	48.6%
Operating Total	13,205,365	18,168,743	12,571,479	69.2%
Non-Operating				
Non-Departmental	463,919	700,000	477,713	68.2%
Transfers Out		185,546	417,520	225.0%
Non-Operating Total	463,919	885,546	895,233	101.1%
Expenditure Total	13,669,284	19,054,289	13,466,712	70.7%
Grand Total	1,011,752	(133,297)	2,174,283	

Interim (Unaudited)
General Fund Departmental Expenditures
As of 6/30/2020

Category	Prior YTD		% of Fiscal Year Elapsed	
	Actuals	Current Budget	Current YTD Actuals	83.33% % of Budget
Expenditure				
General Government	1,688,750	1,947,008	1,510,578	77.6%
Human Resources		392,793	237,490	60.5%
Public Works	222,866	483,202	365,331	75.6%
Vehicle Maintenance	204,930	222,046	162,403	73.1%
Information Technology	166,857	247,296	277,045	112.0%
Streets	962,191	1,659,189	1,007,645	60.7%
Solid Waste	1,274,786	1,554,480	1,209,794	77.8%
Police	3,470,197	4,607,095	3,283,296	71.3%
Fire - Central	3,768,161	4,632,855	3,495,982	75.5%
Emergency Management	76,175	781,622	175,660	22.5%
Fire Marshall	368,256	395,029	265,074	67.1%
Fire - Station 2	14,491	37,650	5,500	14.6%
Fire - Station 3	40,751	48,100	30,638	63.7%
Building Permits	299,159	497,547	379,488	76.3%
Parks	311,258	462,445	271,177	58.6%
Facilities	192,944	231,512	199,314	86.1%
Planning	206,512	305,242	237,714	77.9%
Municipal Court	401,001	549,178	352,583	64.2%
Expenditure Total	13,669,284	19,054,289	13,466,712	70.7%
Grand Total	13,669,284	19,054,289	13,466,712	

Interim (Unaudited)
Utility Fund Income Statement
As of 7/31/2020

Category	Prior YTD		% of Fiscal	
	Actuals	Current Budget	Current YTD Actuals	83.33% % of Budget
Revenue				
Operating				
Water Collections	2,677,165	4,080,000	3,039,814	74.5%
Other Charges for Service	146,262	172,500	94,083	54.5%
Other	2,623,485	3,932,000	2,855,093	72.6%
Interest	2,936	2,600	14,346	551.8%
License\Permits\Fees	209,872	360,400	251,971	69.9%
Operating Total	5,659,720	8,547,500	6,255,306	73.2%
Revenue Total	5,659,720	8,547,500	6,255,306	73.2%
Expenditure				
Operating				
Salaries & Benefits	1,863,250	2,664,655	1,741,746	65.4%
Supplies	671,675	1,098,330	646,625	58.9%
Professional Services	71,044	242,300	59,792	24.7%
Repairs & Maintenance	360,707	525,480	281,521	53.6%
Purchased Services	751,818	679,511	467,786	68.8%
Capital Items/Other		9,624	25,169	261.5%
Operating Total	3,718,495	5,219,900	3,222,639	61.7%
Non-Operating				
Non-Departemental	36,009	92,600	45,073	48.7%
Transfers Out	2,648,333	3,235,000	3,013,224	93.1%
Non-Operating Total	2,684,342	3,327,600	3,058,297	91.9%
Expenditure Total	6,402,837	8,547,500	6,280,936	73.5%
Grand Total	(743,117)	-	(25,630)	

Interim (Unaudited)
Utility Fund Departmental Expenses
As of 7/31/2020

Category	Prior YTD		% of Fiscal	
	Actuals	Current Budget	Year Elapsed	83.33%
	Actuals	Current Budget	Current YTD	% of Budget
Expenditure				
Accounting & Collecting	720,656	996,480	589,515	59.2%
Customer Service	249,422	339,174	249,135	73.5%
Meter Department	202,986	304,708	223,275	73.3%
Water Production	449,687	713,828	465,867	65.3%
Water Distribution	587,302	831,555	528,030	63.5%
Wastewater Collection	214,906	561,868	338,081	60.2%
Wastewater Treatment	986,913	1,564,887	948,810	60.6%
Non-Departmental	2,990,964	3,235,000	2,938,224	90.8%
Expenditure Total	6,402,837	8,547,500	6,280,936	73.5%
Grand Total	6,402,837	8,547,500	6,280,936	

**Interim (Unaudited)
General Fund Forecast
As of 7/31/2020**

Category	Current Budget	Forecast	Current YTD		% of Budget
			Actuals	Forecast Variance	
Revenue	18,920,992	15,390,649	15,640,995	250,346	82.7%
Expenditure	19,054,289	14,931,774	13,466,712	(1,465,062)	70.7%
Grand Total	(133,297)	458,875	2,174,283	✓ 1,715,408	

Interim (Unaudited)
Utility Forecast
As of 7/31/2020

Category	Current Budget	Forecast	Current YTD Actuals	Forecast Variance	% of Budget
Revenue	8,547,500	6,232,347	6,255,306	22,959	73.2%
Expenditure	8,547,500	7,063,465	6,280,936	(782,529)	73.5%
Grand Total	-	(831,118)	(25,630) ✓	805,488	

Footnotes to Preliminary Income and Expense Statements

- 1) Sales Tax has been adjusted to reflect activity on a cash basis to present an apples-to-apples comparison of the actual cash received in the time frame. Additionally, as the City transitions to best practices with recording of revenues and expenditures, sales tax expenditures are recorded under Non-Departmental Activity as they are an expense to outside agencies. This approach will keep our internal accounting consistent with the Auditor's presentation of the CAFR.
- 2) Intergovernmental revenue has been adjusted to reflect activity on a cash basis to present an apples-to-apples comparison of the actual cash received in the time frame. This is the result of grant reimbursement activity that was received in Fiscal Year 2020, but belongs to Fiscal Year 2019 activity.
- 3) Fire Protection Fees revenue has been adjusted to reflect activity on a cash basis to present an apples-to-apples comparison of the actual cash received in the time frame.
- 4) Current budget reflects the original budget plus any Commission approved budget amendments.



RICHMOND
EST. **TEXAS** 1837



CITY OF RICHMOND, TEXAS

Monthly Sales Tax Analysis

For the period ending July 31, 2020

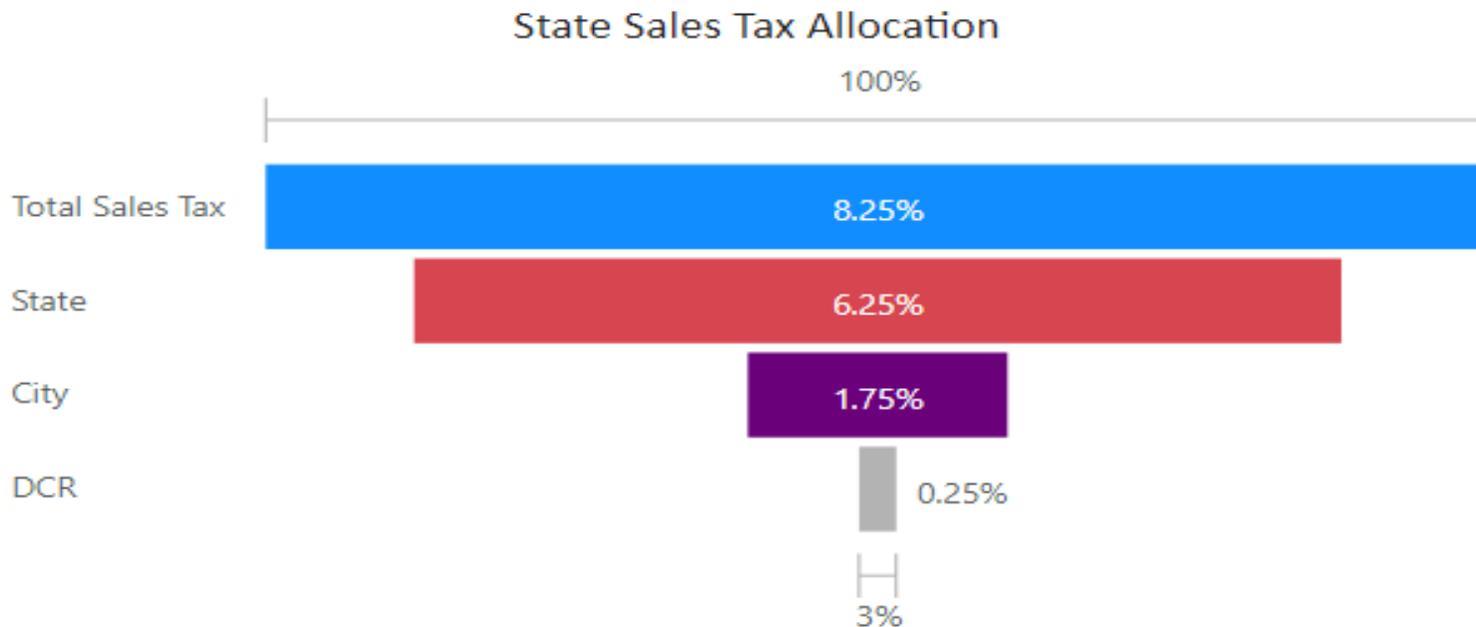
Sales Tax Analysis

Executive Summary

Sales tax is one of the most important revenue streams for the City, but it's also highly volatile and subject to risk. This analysis is intended to highlight the City's sales tax collections in comparison to its expected performance, which is the amount of revenue received compared to the budget.

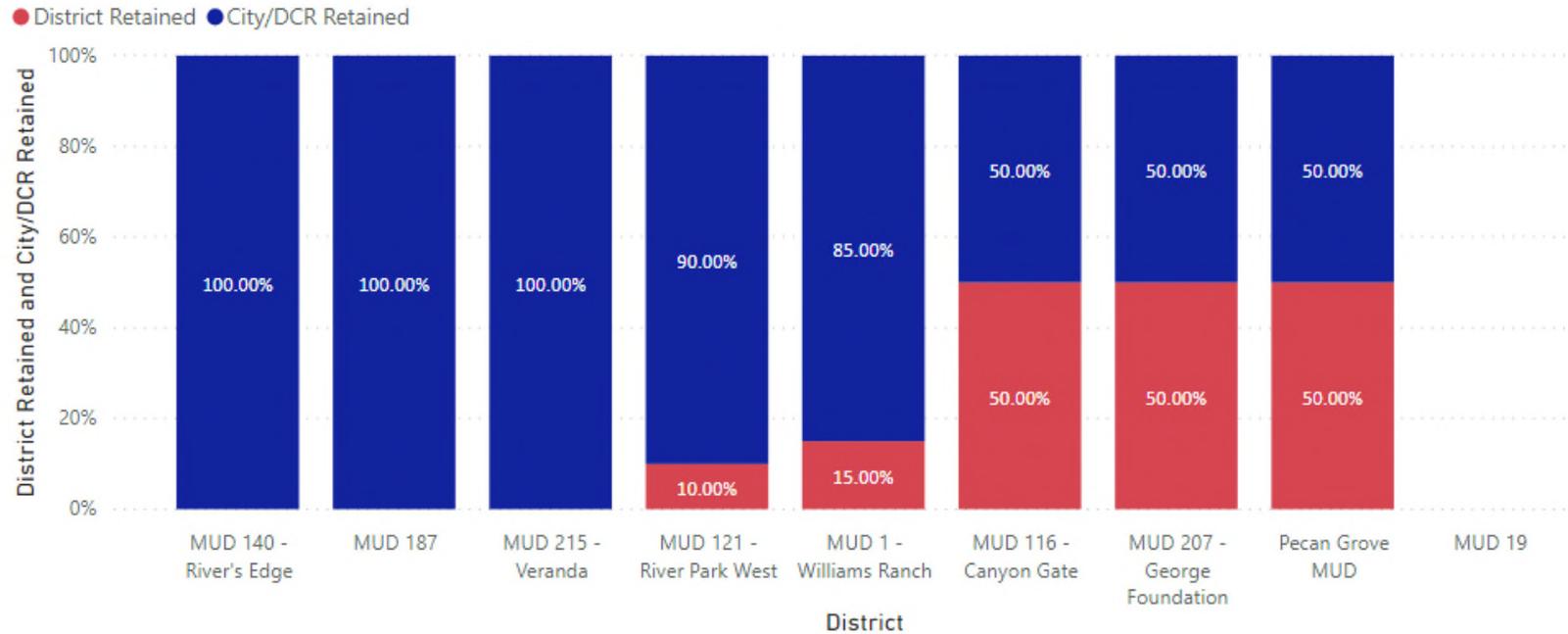
In Texas, the State Comptroller's Office receives sales tax two months before it is remitted to the City, as a result there is a two-month timing difference between the State collection of revenue and the revenue sent to the City. This report covers sales tax payments received by the City from the Texas Comptroller's Office in the month of **July**, which reflects sales tax collections for the month of **May**.

The total sales tax rate within Richmond is 8.25%, of that total, 6.25% is collected and retained by the Texas Comptroller's office, and the remaining 2% is remitted to the City. Consistent with the comprehensive master plan, the City has entered into several strategic partnership agreements (SPAs) that allow for limited purpose annexation and the collection of sales tax within certain municipal utility districts (MUDs). While the City receives 100% of the sales tax collected within the City, these strategic partnership agreements provide for, in most cases, some sharing of the sales tax revenue (between the City and MUDs). As a result of these agreements, after the City remits the MUDs proportional share of its sales tax, the City then remits 25% of the remaining sales tax to the Development Corporation and retains 75% in the General Fund.



Sales Tax Analysis

District Sales Tax Allocation



Key Statistics

Net Sales Tax Payment

- July Collection:
 - Total Net Collections: \$581,742
 - One-Time Positive Audit Adjustment: \$13,340
 - Outlook: Positive

City Sales Tax

- July Collection:
 - Total Net collections are \$392,764
- July Compared to Budget
 - Current month: Up 2.96%
 - Average Year to date: Up 7.21%

Sales Tax Analysis

Summary of Performance

Quarter Label	Net Payment	SPA Collections	City Retained SPA	Gross City Collections	MUD Expense SPA	City Retained	Budget Amount	DCR Retained
Q1								
1 - October	543,165	104,362	54,274	419,895	-50,088	369,807	329,433	123,269
2 - November	631,586	94,288	48,995	485,013	-45,293	439,720	387,551	146,573
3 - December	624,289	98,637	51,406	480,025	-47,231	432,794	400,046	144,265
Total	1,799,040	297,287	154,675	1,384,933	-142,612	1,242,321	1,117,030	414,107
Q2								
4 - January	533,734	96,678	50,269	411,903	-46,409	365,494	339,502	121,831
5 - February	710,813	104,276	54,225	545,623	-50,051	495,572	405,093	165,191
6 - March	536,909	92,612	48,137	413,801	-44,476	369,325	354,270	123,108
Total	1,781,456	293,566	152,631	1,371,326	-140,935	1,230,391	1,098,865	410,130
Q3								
7 - April	551,969	100,409	52,077	426,060	-48,331	377,728	350,713	125,909
8 - May	643,006	115,028	59,766	496,070	-55,262	440,808	430,249	146,936
9 - June	571,790	101,334	52,665	441,010	-48,669	392,341	423,932	130,780
Total	1,766,765	316,770	164,507	1,363,140	-152,263	1,210,877	1,204,894	403,626
Q4								
10 - July	581,742	120,391	62,335	450,820	-58,056	392,764	381,459	130,921
Total	581,742	120,391	62,335	450,820	-58,056	392,764	381,459	130,921
Total	5,929,003	1,028,015	534,148	4,570,219	-493,866	4,076,353	3,802,248	1,358,784

Sales Tax Analysis

City Sales Tax

Quarter Label	Prior Year Net Payment	Net Payment	YoY Net % Chg	Prior Year City Retained	City Retained	YoY City % Chg	Budget Amount	Actual / Budget (\$)	Actual / Budget (%)
Q1									
1 - October	512,771	543,165	5.93%	347,004	369,807	6.57%	329,433	40,374	12.26%
2 - November	526,021	631,586	20.07%	368,231	439,720	19.41%	387,551	52,169	13.46%
3 - December	568,389	624,289	9.83%	385,048	432,794	12.40%	400,046	32,748	8.19%
Total	1,607,181	1,799,040	11.94%	1,100,283	1,242,321	12.91%	1,117,030	125,291	11.22%
Q2									
4 - January	443,939	533,734	20.23%	311,230	365,494	17.44%	339,502	25,992	7.66%
5 - February	624,297	710,813	13.86%	434,229	495,572	14.13%	405,093	90,479	22.34%
6 - March	464,107	536,909	15.69%	318,177	369,325	16.08%	354,270	15,055	4.25%
Total	1,532,343	1,781,456	16.26%	1,063,635	1,230,391	15.68%	1,098,865	131,526	11.97%
Q3									
7 - April	523,728	551,969	5.39%	348,146	377,728	8.50%	350,713	27,015	7.70%
8 - May	578,016	643,006	11.24%	412,786	440,808	6.79%	430,249	10,559	2.45%
9 - June	591,217	571,790	-3.29%	400,045	392,341	-1.93%	423,932	-31,591	-7.45%
Total	1,692,961	1,766,765	4.36%	1,160,977	1,210,877	4.30%	1,204,894	5,983	0.50%
Q4									
10 - July	526,121	581,742	10.57%	365,224	392,764	7.54%	381,459	11,305	2.96%
Total	526,121	581,742	10.57%	365,224	392,764	7.54%	381,459	11,305	2.96%
Total	5,358,605	5,929,003	10.64%	3,690,119	4,076,353	10.47%	3,802,248	274,105	7.21%

Sales Tax Analysis

DCR Sales Tax

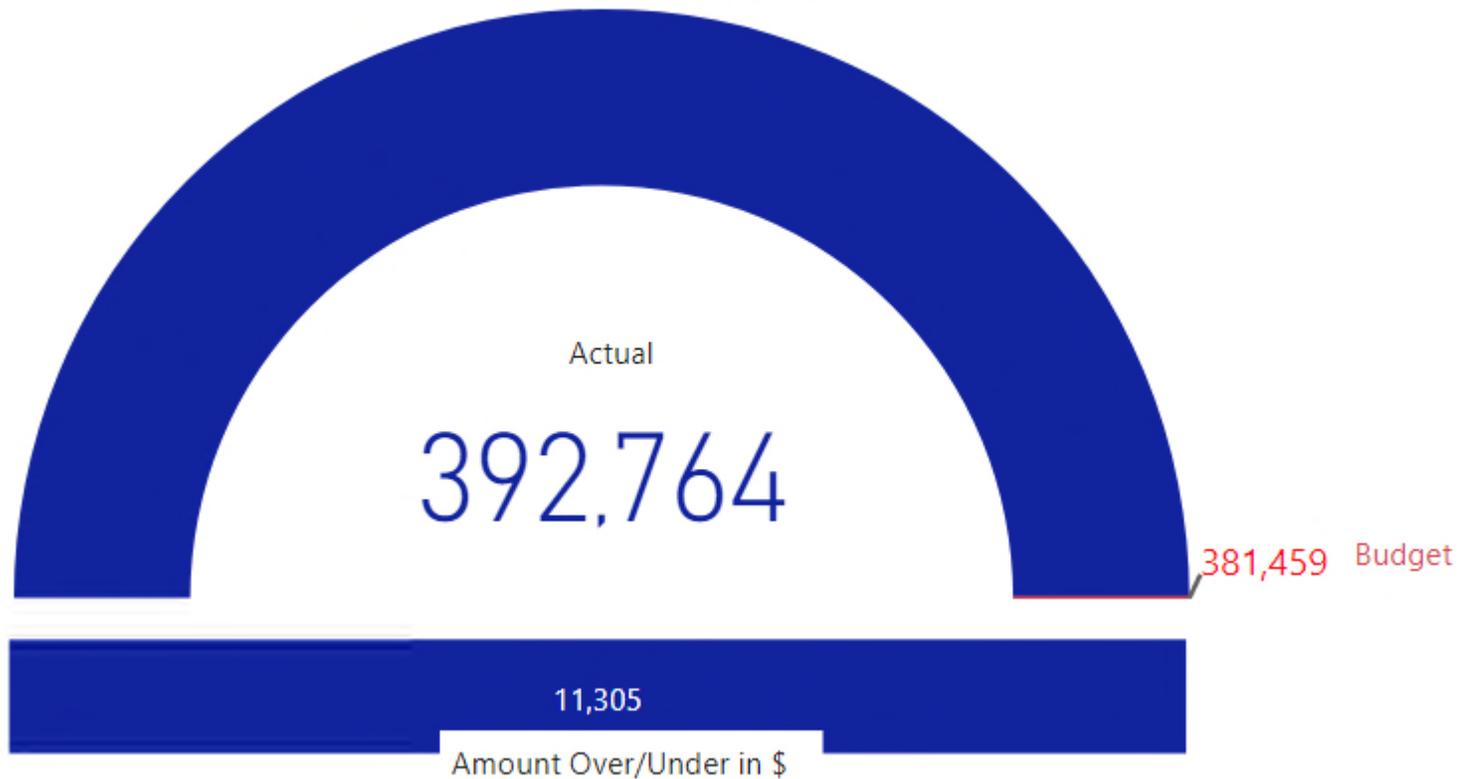
Quarter Label	Prior Year Net Payment	Net Payment	YoY Net % Chg	DCR Prior Retained	DCR Retained	YoY DCR % Chg	DCR Budget	DCR Act/Bud (\$)	DCR Act/Bud (%)
Q1									
1 - October	512,771	543,165	5.93%	115,668	123,269	6.57%	107,057	16,212	13.15%
2 - November	526,021	631,586	20.07%	122,744	146,573	19.41%	125,944	20,629	14.07%
3 - December	568,389	624,289	9.83%	128,349	144,265	12.40%	130,004	14,261	9.89%
Total	1,607,181	1,799,040	11.94%	366,761	414,107	12.91%	363,005	51,102	12.34%
Q2									
4 - January	443,939	533,734	20.23%	103,743	121,831	17.44%	110,329	11,502	9.44%
5 - February	624,297	710,813	13.86%	144,743	165,191	14.13%	131,644	33,547	20.31%
6 - March	464,107	536,909	15.69%	106,059	123,108	16.08%	115,128	7,980	6.48%
Total	1,532,343	1,781,456	16.26%	354,545	410,130	15.68%	357,101	53,029	12.93%
Q3									
7 - April	523,728	551,969	5.39%	116,049	125,909	8.50%	113,972	11,937	9.48%
8 - May	578,016	643,006	11.24%	137,595	146,936	6.79%	139,819	7,117	4.84%
9 - June	591,217	571,790	-3.29%	133,348	130,780	-1.93%	137,767	-6,987	-5.34%
Total	1,692,961	1,766,765	4.36%	386,992	403,626	4.30%	391,558	12,068	2.99%
Q4									
10 - July	526,121	581,742	10.57%	121,741	130,921	7.54%	123,964	6,957	5.31%
Total	526,121	581,742	10.57%	121,741	130,921	7.54%	123,964	6,957	5.31%
Total	5,358,605	5,929,003	10.64%	1,230,040	1,358,784	10.47%	1,235,628	123,156	9.06%

Sales Tax Analysis

City Current Month at a Glance

The graphs below indicate that City sales tax collections are \$392,764 in July, compared to the budget of \$381,459. The total collections are over budget by \$11,305, which is 2.96% higher than expected. This month a one-time positive audit adjustment in the amount \$13,340 was received.

Actual/Budget Sales Tax Performance

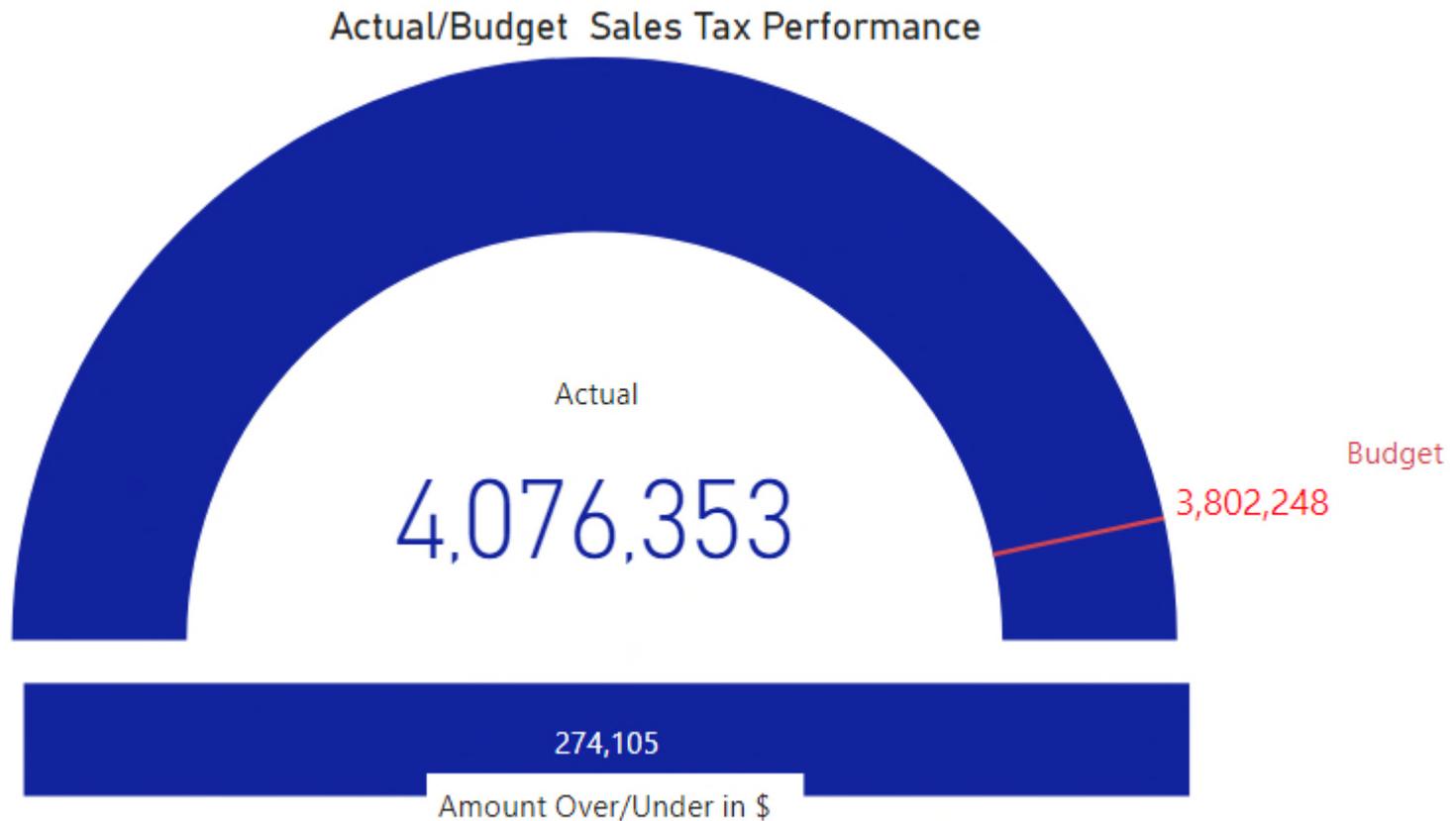


Sales Tax Analysis

City Year-to-Date at a Glance

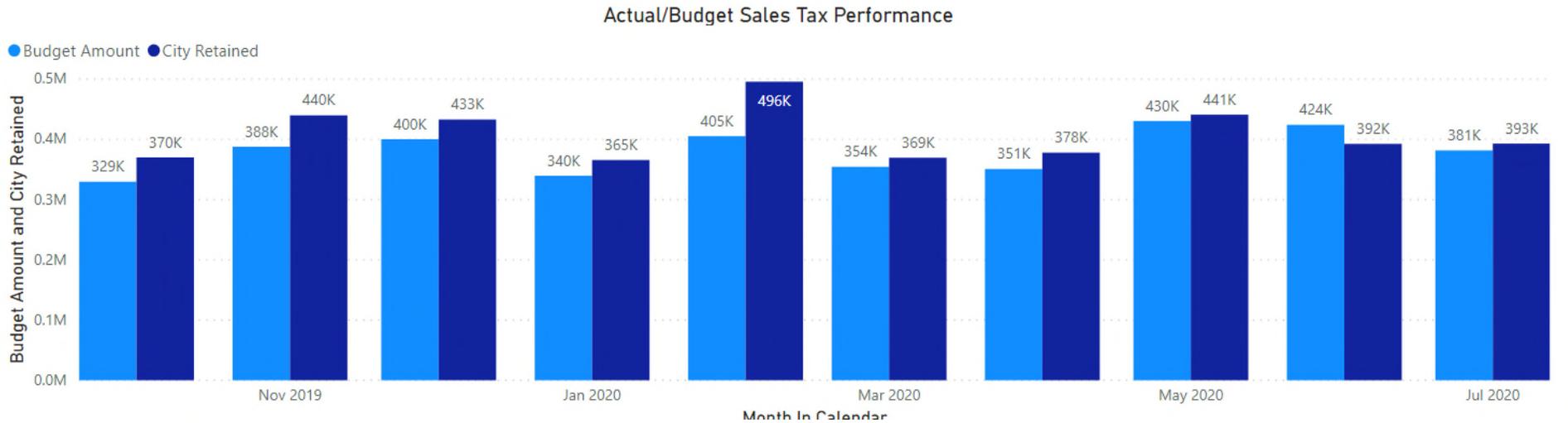
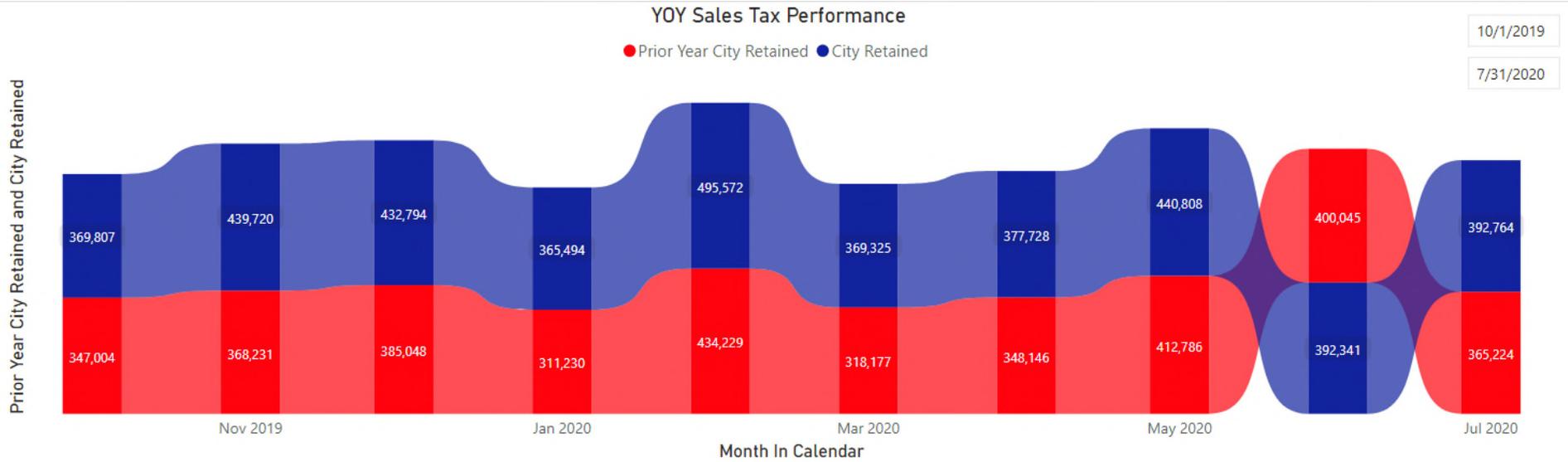
The graphs below indicate that total sales tax collections are \$4.08M for the year, compared to the budgeted sales tax of \$3.80M. As a result, the City has accumulated approximately \$274,105 in additional sales tax revenue over the budgeted amount.

The City will accumulate and monitor excess sales tax revenue and will recognize any actual gains at the end of the year, once all revenues have been received. This approach helps minimize the month to month volatility of collections.

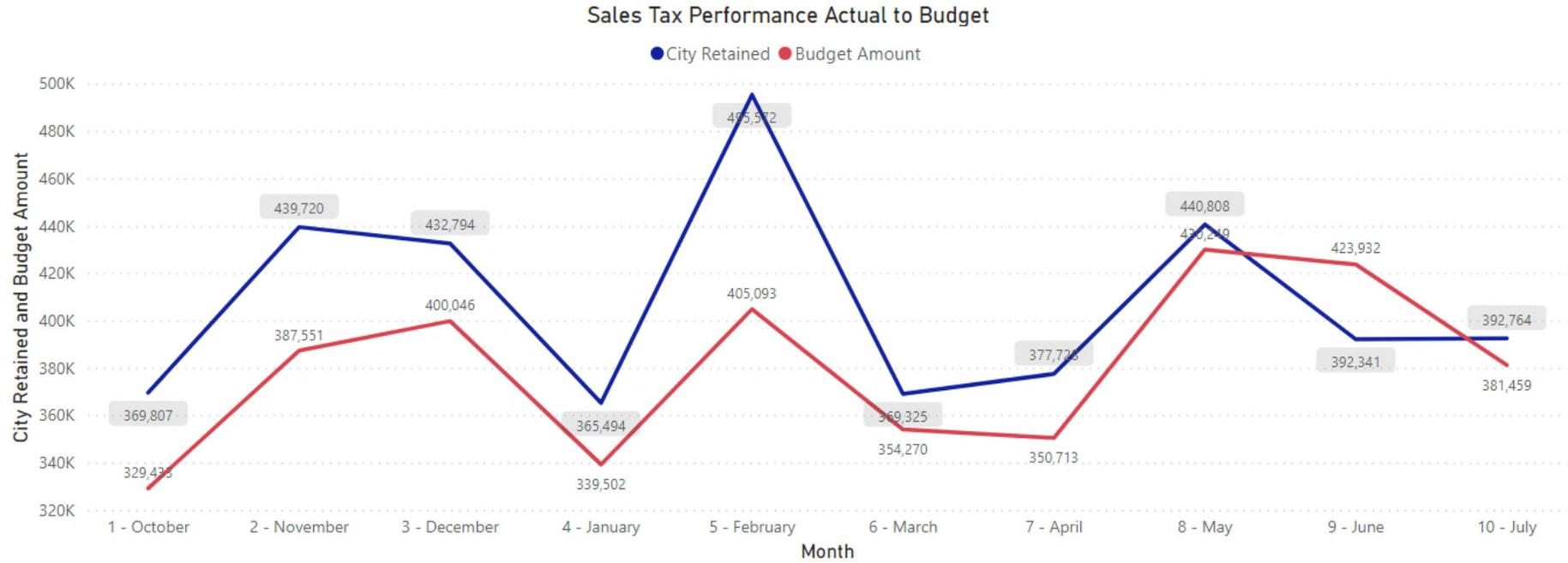


Sales Tax Analysis

City Historical Performance



Sales Tax Analysis

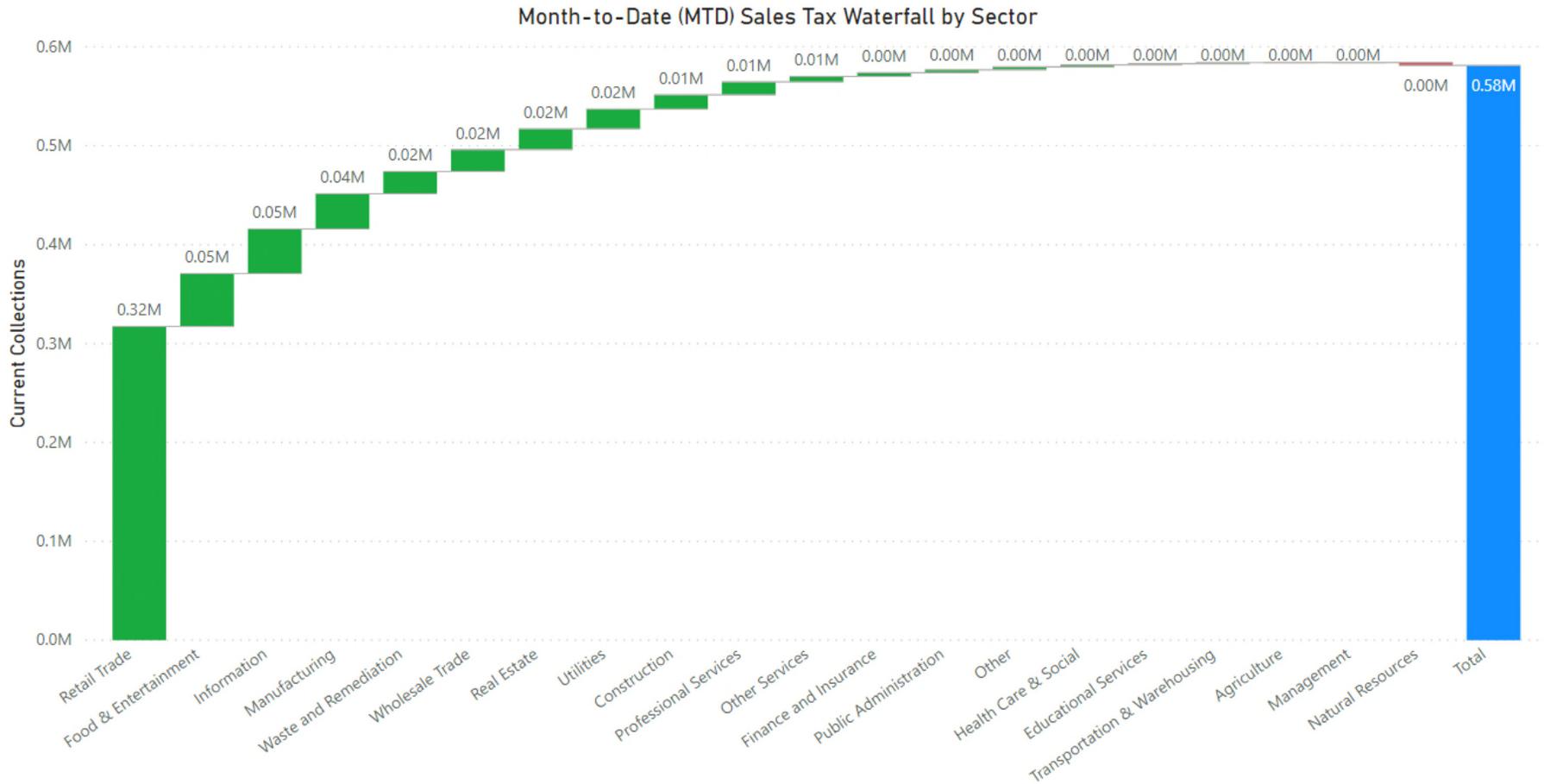


Sales Tax Analysis

Monthly Payment Allocation by Sector

This chart shows the makeup of this month's payment by sector.

For a monthly comparison to last year by sector, please see the written analysis below the chart.



Monthly Analysis Compared to Prior Year

The Retail Trade and Food & Entertainment Sectors are the primary industry sectors for the City and combined make up approximately 55% of the total collections. The sectors described in this analysis below make-up approximately 90% of the total collections for the City.

Retail: The Retail sector increased by 34.26% when compared to the same period in the prior year. The increase is the result of timing and better performance year-over-year in the General Merchandise and Food & Beverage subsectors.

Food & Entertainment: The Food & Entertainment sector decreased by 8.70% when compared to the same period in the prior year. The decrease is primarily in the Restaurants & Food Services subsector where there has been a decrease in activity as a result of the COVID-19 pandemic.

Information: The Information sector decreased by 14.27% when compared to the same period in the prior year. The decrease is primarily in the Telecommunications and Broadcasting subsectors. These two subsectors include cellular phone service and cable TV. The decreases in collections are likely the result of the economic impact associated with the COVID-19 pandemic.

Natural Resources: The Natural Resources sector decreased by 111.17% when compared to the same period in the prior year. The decrease in collections is likely the result of the economic impact associated with the COVID-19 pandemic.

Professional Services: The Professional Services sector decreased by 12.16% when compared to the same period in the prior year. The decrease in collections is likely the result of the economic impact associated with the COVID-19 pandemic.

Utilities: The Utility sector increased by 22.65% when compared to the same period in the prior year. The is likely a combination of the summer heat driving a demand for power as well as increase in growth and development.

Wholesale Trade: The Wholesale Trade sector increased 9.46% when compared to the same period in the prior year. The increase in this sector is the result of a one-time collection by companies that do not have a physical presence in the City.

Waste & Remediation: The Waste & Remediation sector decreased by 13.29% when compared to the same period in the prior year. The decrease in collections is likely the result of the economic impact associated with the COVID-19 pandemic.

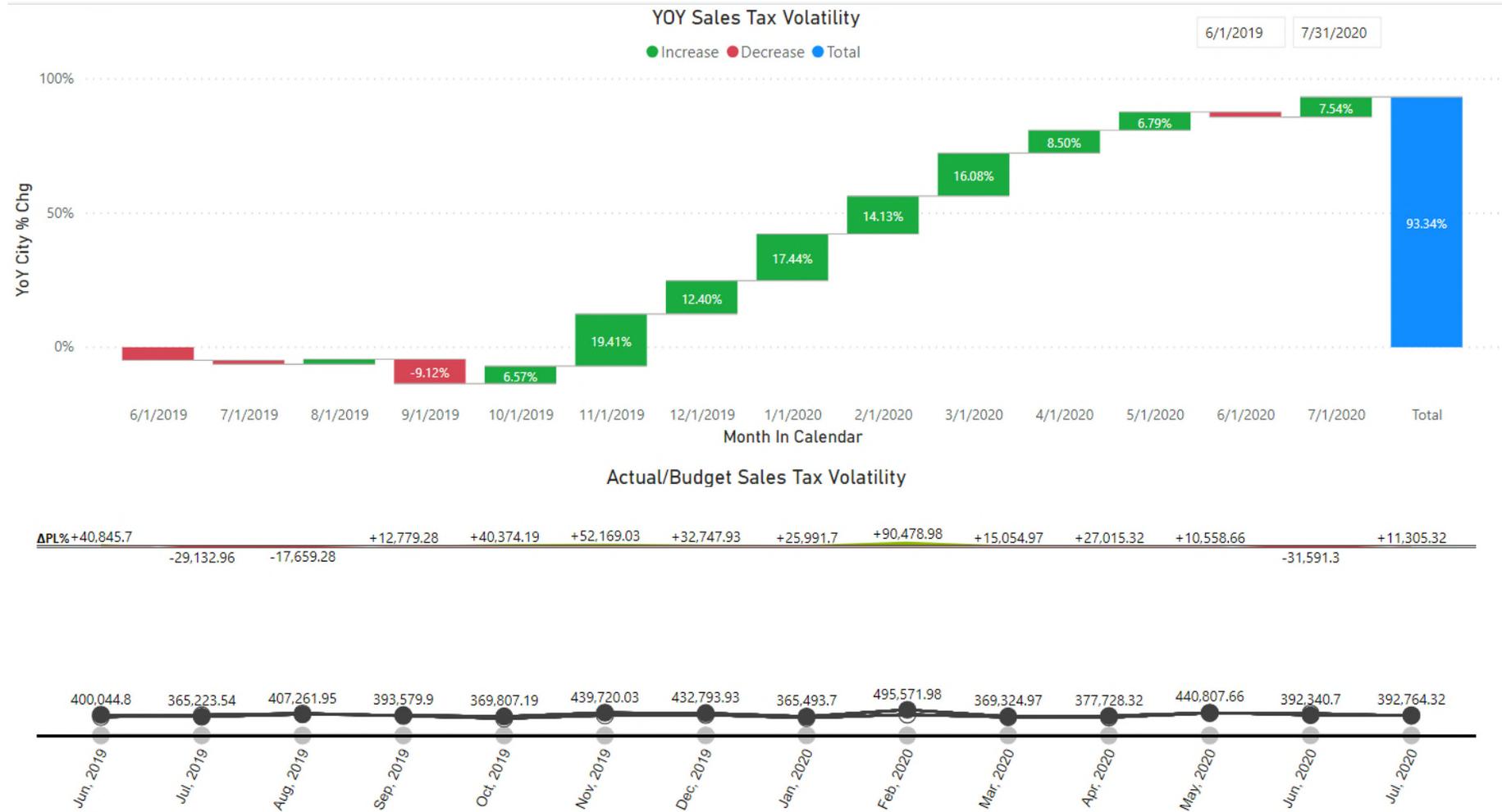
Manufacturing: The Manufacturing sector decreased by 0.45% when compared to the same period in the prior year. The decrease in collections is likely the result of the economic impact associated with the COVID-19 pandemic.

* The collections by sector information is directly from the Confidentiality Report received from the Texas Comptroller's Office. The numbers reflected in the Confidentiality Report are unadjusted and will not match the Net Collections that the Comptroller publishes. The Net Collections published publicly include all tax payers, whereas the Confidentiality Report only includes tax payers that annually remit more than \$5,000, and does not include the other adjustments made to the Net Allocation. In order to remain confidential only the aggregate data by sector, and subsector can be reported.

Sales Tax Analysis

THE INFORMATION PROVIDED TO THE CITY IS CONFIDENTIAL. It is not open to public inspection. A city may use the information only for the purpose of economic forecasting (Tex. Tax Code 321.3022(c)). Unauthorized distribution of confidential information is punishable by 6 months in jail and a \$1,000 fine (Tex. Govt Code sec. 552.352). As a result staff cannot answer specific questions about companies included within the aggregate sales tax number in this report.

Monthly Sales Tax Volatility



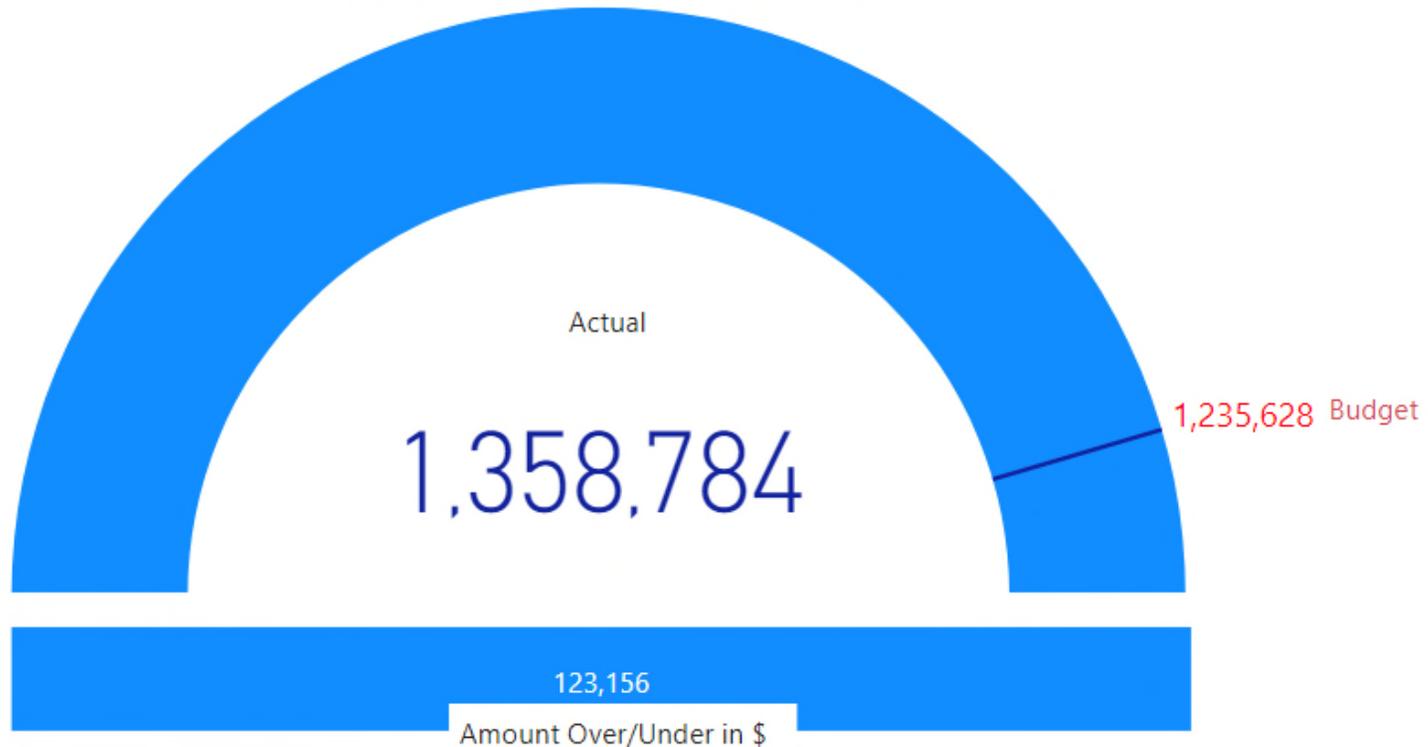
The City budgets sales tax on a conservative basis because collections are extremely volatile in nature. The graph above highlights the monthly volatility in sales tax.

Sales Tax Analysis

Development Corporation Sales Tax

- Year-to-Date thru July Collection:
 - Total collections are \$1,358,784
- **July Compared to Budget**
 - Current month: Up 5.31%
 - Average Year to date: Up 9.06%
- **Year-over-Year Sales Tax Performance**
 - Current month: Up 7.54%
 - Year to date: Up 10.47%

Actual/Budget Sales Tax Performance

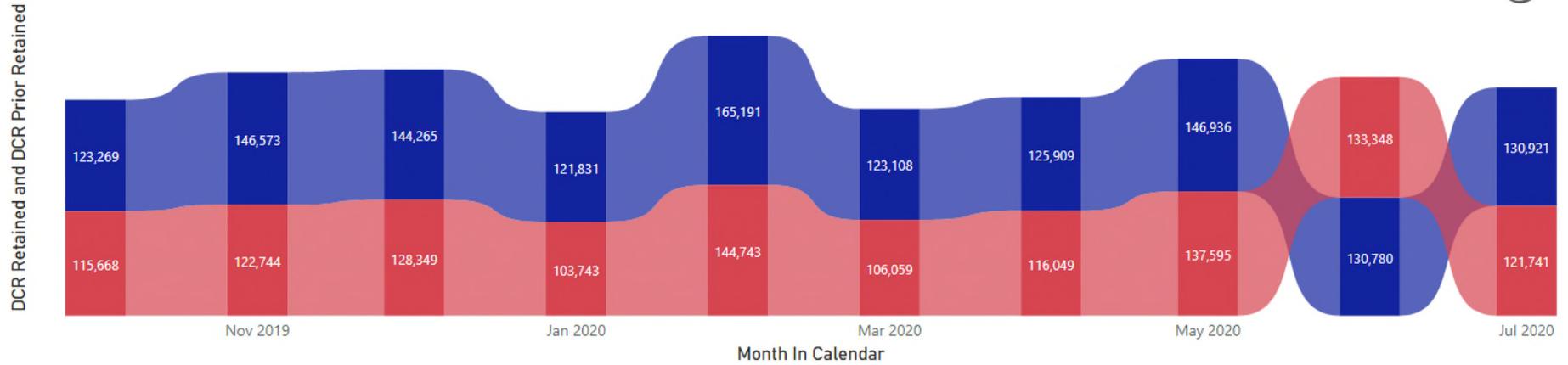


Sales Tax Analysis

YOY Sales Tax Performance

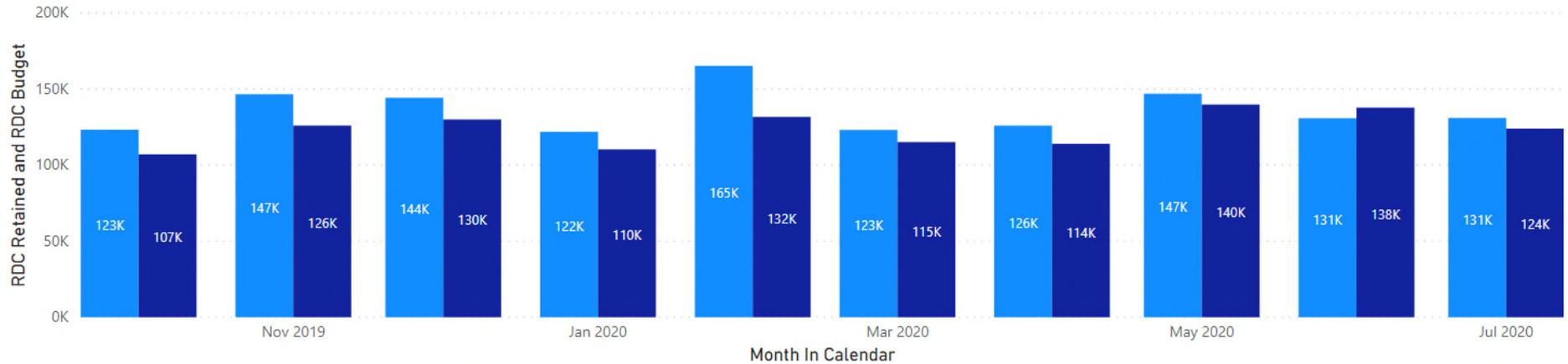
DateKey

● DCR Retained ● DCR Prior Retained



Actual/Budget Sales Tax Performance

● RDC Retained ● RDC Budget



Sales Tax Background

Understanding how the City develops the sales tax forecast is an important part of this publication. This year the sales tax forecast utilized a conservative approach to forecasting, and thus sales tax remained flat from the prior year's budget as those projections were not met.

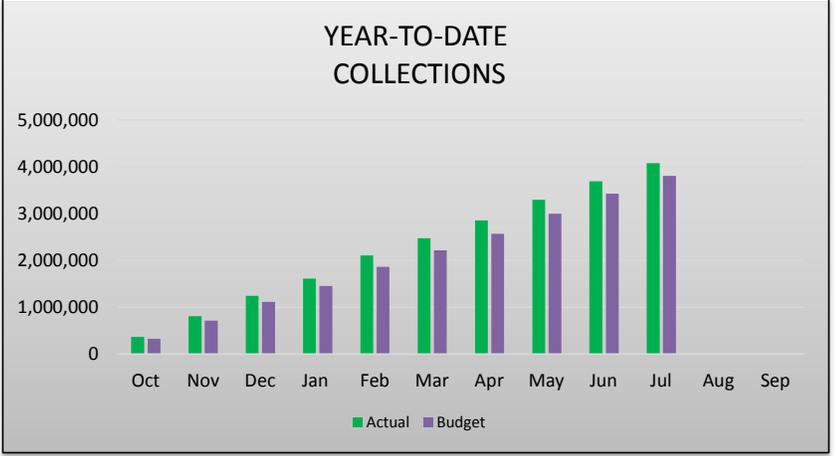
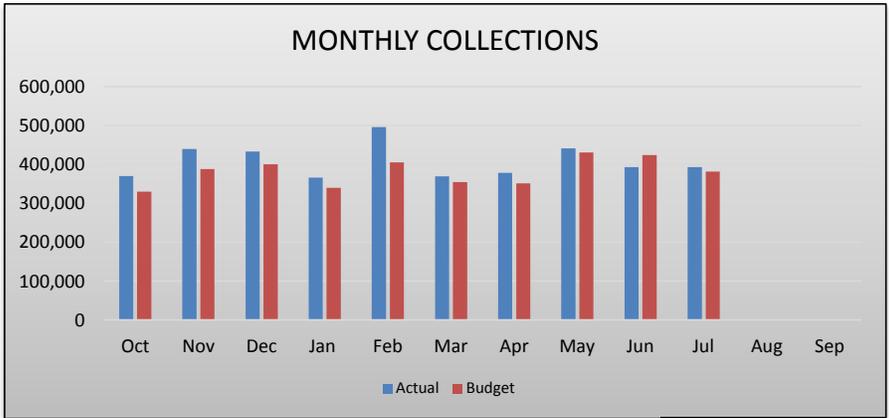
Once developed, the sales tax budget is distributed across the months based on the percentage of collections that month would historically receive. It's important to understand that there are factors that can cause peaks and valleys in this distribution. These peaks and valleys are caused because actual collections are extremely volatile. Actual historical collections can and do change as a result of the timing of the collection (i.e. when the business makes payment), the receipt of one-time collections, and audit adjustments, which can increase or decrease the actual collection. It's this volatility of the collections that make the comparison on a monthly basis a challenge. While sustained high or low monthly collections may signal a change in the trend, the individual monthly comparison will not provide a complete picture, and for this reason greater attention should be paid to the year-to-date collections and budget.

Because sales tax is such an important and volatile revenue stream for the City it is closely monitored and analyzed. One of the most important indicators for sales tax performance is the sales tax collected compared to the budget.

**CITY OF RICHMOND, TEXAS
SALES TAX REVENUE**

	GROSS (Includes Dev. Corp & SPAs)		GENERAL FUND ALLOCATION		GENERAL FUND BUDGET		Year-to-Date Target to Budget
	Prior Year %		Actual Income		Budgeted Income		
	Total Received	Increase (Decrease) Month to Month	Monthly	Total Received Year-to-Date	Monthly	Total Budget Year-to-Date	
	0	0%					100% = Budget
Fiscal Year 2018-19							
Oct	512,771	26%	347,004	347,004	305,393	305,393	113.63%
Nov	526,021	-6%	368,231	715,235	416,422	721,815	99.09%
Dec	568,389	3%	385,048	1,100,283	413,405	1,135,220	96.92%
Jan	443,939	-12%	311,230	1,411,513	380,568	1,515,789	93.12%
Feb	624,297	23%	434,228	1,845,741	381,423	1,897,212	97.29%
Mar	464,107	-12%	318,177	2,163,918	395,012	2,292,223	94.40%
Apr	523,728	15%	348,146	2,512,064	334,101	2,626,324	95.65%
May	578,016	-7%	412,786	2,924,851	459,398	3,085,723	94.79%
Jun	591,217	0%	400,045	3,324,896	359,199	3,444,922	96.52%
Jul	526,121	-3%	365,224	3,690,119	394,356	3,839,278	96.11%
Aug	588,859	2%	407,262	4,097,381	424,921	4,264,199	96.09%
Sep	571,811	-8%	393,580	4,490,961	380,801	4,645,000	96.68%

Fiscal Year 2019-2020							
Oct	543,165	6%	369,807	369,807	329,433	329,433	112.26%
Nov	631,586	20%	439,720	809,527	387,551	716,984	112.91%
Dec	624,289	10%	432,794	1,242,321	400,046	1,117,030	111.22%
Jan	533,734	20%	365,494	1,607,815	339,502	1,456,532	110.39%
Feb	710,813	14%	495,572	2,103,387	405,093	1,861,625	112.99%
Mar	536,909	16%	369,325	2,472,712	354,270	2,215,895	111.59%
Apr	551,969	5%	377,728	2,850,440	350,713	2,566,608	111.06%
May	643,006	11%	440,808	3,291,248	430,249	2,996,857	109.82%
Jun	571,790	-3%	392,341	3,683,588	423,932	3,420,789	107.68%
Jul	581,742	11%	392,764	4,076,353	381,459	3,802,248	107.21%
Aug	0		0		416,448	4,218,696	
Sep	0		0		426,303	4,644,999	





CONSENT AGENDA

7. Public Works Report.



Public Works Report



**WATER UTILITIES DIVISION
WATER DISTRIBUTION AND WASTEWATER COLLECTION
CLIFF HOLIK - UTILITIES FIELD SERVICES SUPERINTENDENT
JULY REPORT**

Water Tap

- New Meter Installation – 48

Main Breaks

- Main Repair – 2

Excavated Service Repairs

- Service Repair (Backhoe Excavation) – 2
- Service Repair (Hand Excavation) – 5
- Leak Investigation – 87

Total Meter Swap Outs

- Meter Change Out (Stuck/Broken) – 2
- Change Out (Meter Program) – 12
- New Meter w/Existing Service Lead – 66

Main Line Valve Maintenance

- Valve Maintenance – 35
- Hydrant and Valve Repair – 2

Water Quality Complaints

- Water Quality Complaint (Low Pressure, Odor, Dirty) – 4

Dead-end/Main Flushing

- Dead End Flushing – 32 hrs
- New Construction Flushing – 10 hrs

Monthly Cut Offs

- City limits – 0 - Due to COVID19
- MUDS – 0 - Due to COVID19

Special Project

- Service Request – 5
- Special Projects – 11
- Preventive Maintenance (Hydrants) – 33

Billing Related Work Orders

- Billing Related Work Orders – 402
- Meter Box Maintenance – 4

Preventive Maintenance Line Cleaning & Collection System Inspection

- Preventive Maintenance Line Video – 0'
- Preventive Maintenance Line Cleaning – 17.539 ft
- Preventive Maintenance (Manhole inspections) – 50
- Manhole / Clean Out Repair – 1

**WATER UTILITIES DIVISION
WATER DISTRIBUTION AND WASTEWATER COLLECTION
CLIFF HOLIK - UTILITIES FIELD SERVICES SUPERINTENDENT
JULY REPORT**

Excavated Sewer Service/Main Repair – 1

Sanitary Sewer Stoppage

- Sewer Stoppage (City Line) – 3
- Sewer Stoppage (Private Line) – 0

Man Hours to Other Division – 0 hrs

Cleaning

- Cleaning Shop, Equipment and Mow – 8 hrs

**WATER PRODUCTION AND WASTEWATER TREATMENT
MIKE MOODY - UTILITIES FACILITIES SUPERINTENDENT
JULY REPORT**

Richmond Regional WWTF	January	February	March	April	May	June	July	Calendar YTD	Measurement
Wastewater Treated	47,755,000	47,741,000	46,092,000	44,681,000	45,307,000	43,504,000	43,701,000	318,781,000	Gallons
Average Daily	1,540,484	1,646,241	1,486,839	1,441,323	1,461,516	1,403,355	1,409,710	1,496,624	Gallons
Percent Capacity	51.35%	54.87%	49.56%	48.04%	48.72%	46.78%	46.99%	49.89%	
Sludge Disposal	360	600	450	600	600	600	420	3,630	Cubic Yards
Reclaimed water usage (in plant usage)	0	0	0	0	0	0	0	-	Gallons
Reclaimed water production (For distribution outside of plant)	817,000	-	674,000	1,382,000	6,639,000	2,670,000	5,749,000	17,931,000	Gallons
Wet Haul	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Gallons
Richmond South WWTF	January	February	March	April	May	June	July	Calendar YTD	Measurement
Wastewater Treated	10,525,000	9,718,000	10,476,000	9,951,000	10,573,000	10,530,000	11,112,000	72,885,000	Gallons
Average Daily	339,516	335,103	337,935	321,000	341,065	339,677	358,452	342,183	Gallons
Percent Capacity	35.74%	35.27%	35.57%	33.79%	35.90%	35.76%	37.73%	36.02%	
Sludge Disposal	-	195,000	108,000	-	-	144,000	-	447,000	Gallons
Reclaimed Water Usage (in plant Usage)	3,068,000	2,233,400	2,410,000	2,568,100	2,023,000	2,343,200	2,901,300	17,547,000	Gallons

**WATER PRODUCTION AND WASTEWATER TREATMENT
MIKE MOODY - UTILITIES FACILITIES SUPERINTENDENT
JULY REPORT**

City of Richmond - Ground Water Production

Permit (400 MG) Oct. 2019 - Sept. 2020	October	November	December	January	February	March	April	May	June
Monthly Production	52,860,000	29,960,000	29,262,000	36,511,000	22,102,000	32,346,000	39,553,000	41,451,000	46,406,000
Permit to Date	52,860,000	82,820,000	112,082,000	148,593,000	170,695,000	203,041,000	242,594,000	284,045,000	330,451,000
Percent to Date	13.22%	20.71%	28.02%	37.15%	42.67%	50.76%	60.65%	71.01%	82.61%

GRP (Non-City) - Ground Water Production

Permit Amount (442 MG)	October	November	December	January	February	March	April	May	June
Monthly Production	31,317,700	22,806,500	23,921,500	23,406,100	22,275,000	27,647,000	38,878,000	32,442,100	35,002,100
Permit to Date	31,317,700	54,124,200	78,045,700	101,451,800	123,726,800	151,373,800	190,251,800	222,693,900	257,696,000
Percent to Date	7.09%	12.25%	17.66%	22.95%	27.99%	34.25%	43.04%	50.38%	58.30%

Total GRP - City of Richmond Plus GRP

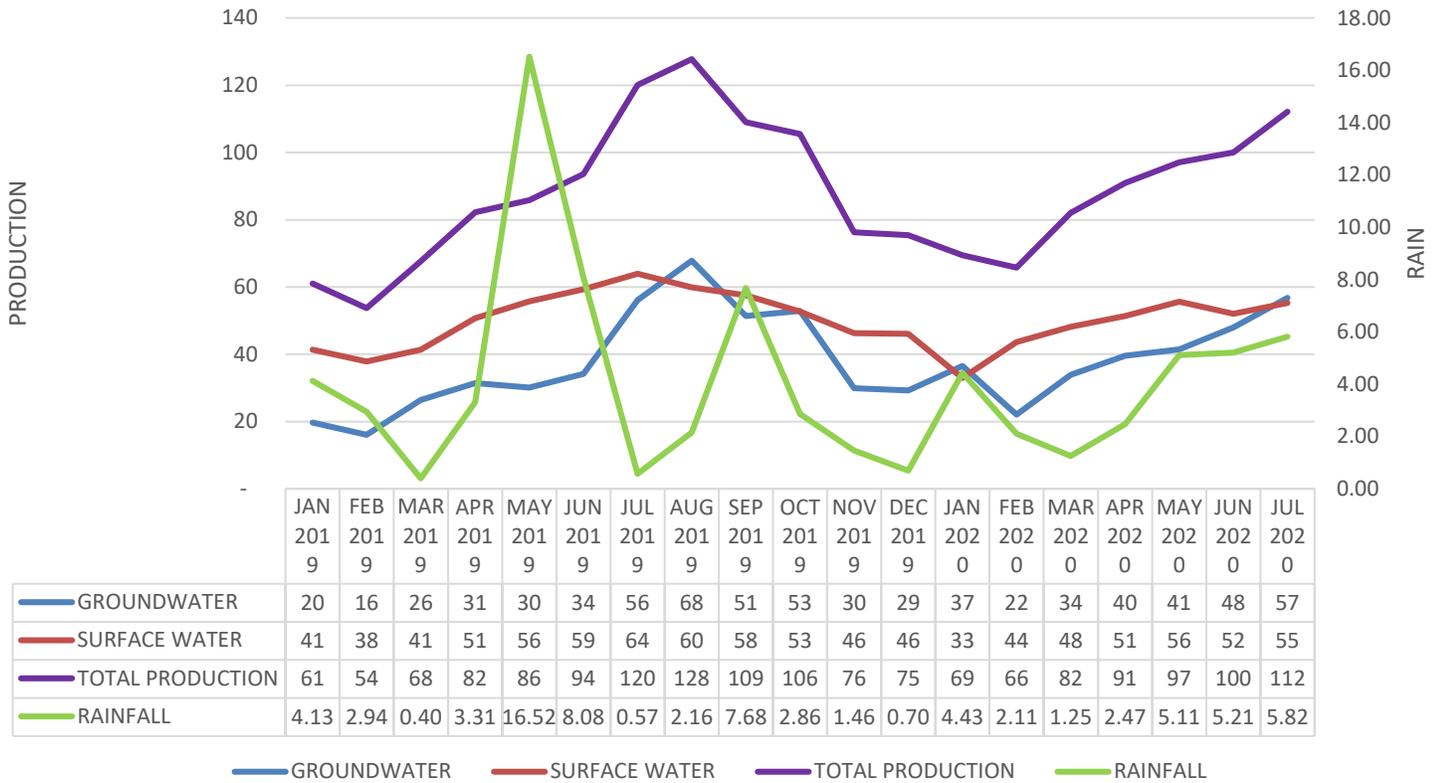
Permit Amount (842 MG)	October	November	December	January	February	March	April	May	June
Monthly Production	84,177,700	52,766,500	53,183,500	59,917,100	44,377,000	59,993,000	78,431,000	73,893,100	81,408,100
Permit to Date	84,177,700	136,944,200	190,127,700	250,044,800	294,421,800	354,414,800	432,845,800	506,738,900	588,147,000
Permit / Percent to Date	10.00%	16.26%	22.58%	29.70%	34.97%	40.88%	51.41%	60.18%	69.85%

Alternative Water - Reclaimed Wastewater

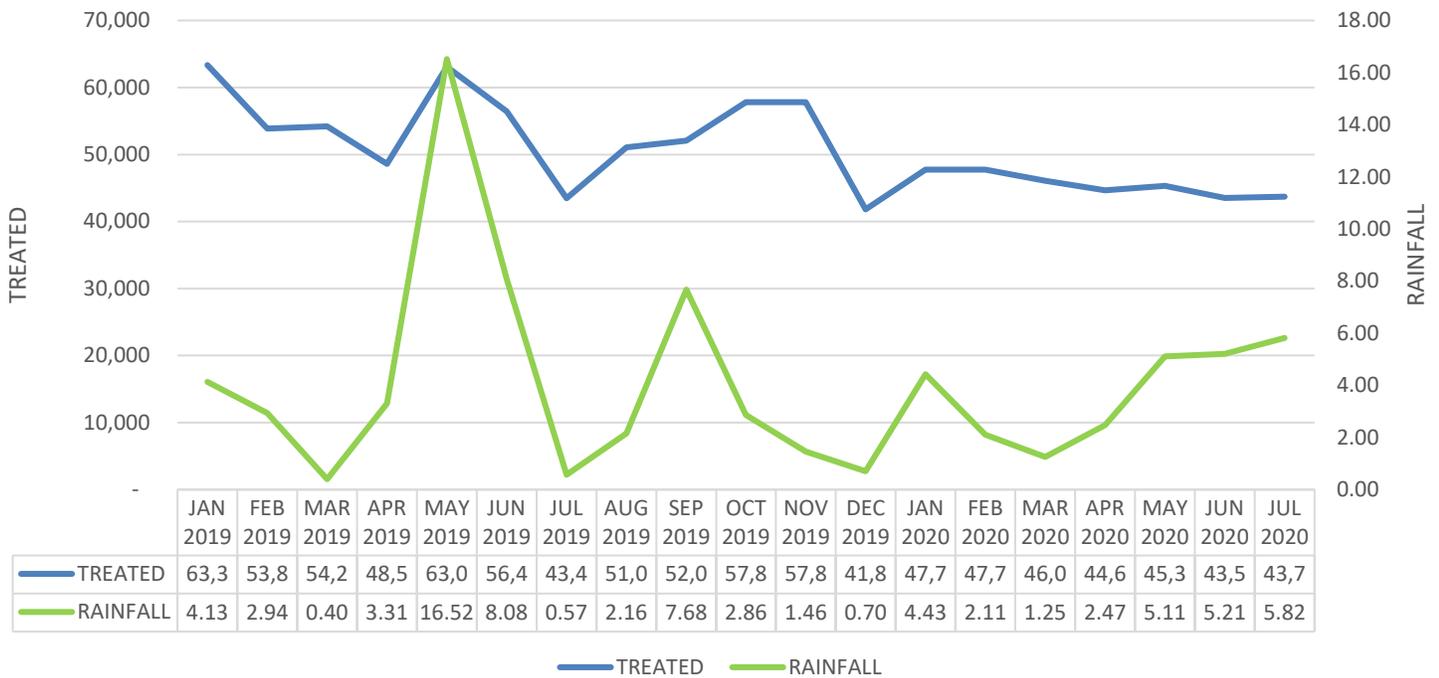
Permit to Date	October	November	December	January	February	March	April	May	June
Monthly Total Re-Use	586,000	14,000	4,913,000	817,000	0	674,000	1,382,000	6,639,000	2,670,000
Monthly Surface Water	52,707,000	45,054,000	53,816,300	32,951,000	43,678,000	48,134,000	51,418,000	55,651,000	52,036,000
Monthly Total NPW	2,837,400	3,092,556	2,768,300	3,068,000	3,068,000	2,417,000	2,568,000	2,023,000	2,343,000
Total Alternative Water	56,130,400	48,160,556	61,497,600	36,836,000	46,746,000	51,225,000	55,368,000	64,313,000	57,049,000
Total Demand	140,308,100	100,927,056	114,681,100	96,753,100	91,123,000	111,218,000	133,799,000	138,206,100	138,457,100
Monthly Conversion Percentage	40.01%	47.72%	53.62%	38.07%	51.30%	46.06%	41.38%	46.53%	41.20%
Monthly Conversion Credits	19,173,070	22,542,273	30,933,920	9,752,570	20,943,100	19,405,100	17,203,300	27,182,170	18,018,370
Total Cumulative Credits TD	1,087,731,496	1,110,273,769	1,141,207,689	1,150,960,259	1,171,903,359	1,191,308,459	1,208,511,759	1,235,693,929	1,253,712,299
Years Worth of Credits @ 30%	4.18	4.27	4.39	4.43	4.51	4.58	4.65	4.75	4.82
Years Worth of Credits @ 60%	2.09	2.13	2.19	2.21	2.25	2.29	2.32	2.38	2.41

**WATER PRODUCTION AND WASTEWATER TREATMENT
MIKE MOODY - UTILITIES FACILITIES SUPERINTENDENT
JULY REPORT**

2019 - 2020 WATER PRODUCTION



2019 - 2020 WASTEWATER TREATED



**PUBLIC WORKS
KENNETH JANSKY – STREET SUPERINTENDENT
TRAFFIC/STREET DEPARTMENT
JULY REPORT**

Work Orders

- 105
- Total for the year - 717

Regulatory Signs

- Maintenance and repair of 286 regulatory signs

Ditch Cutting

- 704 Center Street – 80'
- 304 Hillcrest Drive – 150'
- 315 Hillcrest Drive – 165'
- 715 Hillcrest Drive – 160'
- Lexington Ave, (South side) – 185'
- Lexington Ave. (North side) – 65'
- 402 Collins Road – 65'
- Powell Street at Collins Road – 45'
- Crestwood Drive – 275'
- TOTAL - 1190'

Tree Trimming

- Lamar Drive
- Crestwood Drive
- Fields Street
- Lettie Street
- N 8th Street
- Cub Lane
- N 10th Street
- Paloma Street
- Pultar Road
- Rocky Falls Street
- Teakwood Street
- E Laurel Oaks Street
- Travis Street
- Fannin Street
- Newton Drive

Potholes Patched

- 81
- Total for the year - 482

Striping

- 306' at the parking lot on 3rd Street

New Driveway Installation

- 20' of 12" at 715 Hillcrest Drive
- 20' of 12" at 315 Hillcrest Drive
- 28' of 12" at 704 Center Street
- 24' of 15" at 2003 Crestwood Drive

**PUBLIC WORKS
KENNETH JANSKY – STREET SUPERINTENDENT
TRAFFIC/STREET DEPARTMENT
JULY REPORT**

Sidewalk Repair

- Total for the month - 0'
- 0' Total for the year
- 0 Total yards of concrete for the year

Curb and Gutter Repair

- None

Special Projects

- Remove the barricades from Fountain Mist in the Jane Long Subdivision
- Remove dirt piles from the water treatment plant that were left over from the Fire Station #2
- Stripe the new parking lot next to Lone Star saloon

**PUBLIC WORKS
JIM WHITEHEAD – ASSISTANT DIRECTOR OF PUBLIC WORKS
PARKS DEPARTMENT
JULY REPORT**

George Park

- Applied Herbicide (20 gallons)
- Cleaned restrooms and shop
- Mowed baseball, soccer, main road, picnic areas and worked on mowing 35 acres
- Picked up trash, trimmed hedges at park entrance and weed control

Wessendorff Park

- Cleaned restrooms
- Mowed park, picked up trash, weed control and weeded flower beds

Shooting Range

- Mowed

Crawford Park

- Mowed park

Clay Park

- Mowed park and picked up trash

Freeman Town Park

- Mowed park and installed basketball goal

Special Projects

DATE	JOB DESCRIPTION
7/8/2020	Mowed Hillcrest & Richmond Pkwy
7/9/2020	Mowed Water Barn
7/9/2020	Mowed Street Barn
7/10/2020	Mowed Old Fire Station 1
7/10/2020	Repaired Picnic Table in George Park
7/13/2020	Serviced Equipment
7/14/2020	Mowed Winston Water Plant
7/14/2020	Mowed Brazos River Lift Station
7/14/2020	Mowed intersection of Lamar Dr and FM 762
7/14/2020	Mowed Annex
7/14/2020	Mowed City Hall and Water Plant
7/15/2020	Mowed Wessendorff Water Plant
7/15/2020	Mowed 800 Richmond Parkway
7/15/2020	Mowed PD Impound
7/16/2020	Mowed Collage St
7/16/2020	Mowed Market St
7/27/2020	Serviced Equipment
7/28/2020	Cleaned Fountain
7/29/2020	Serviced Equipment and Cleaned Shop

**PUBLIC WORKS
JIM WHITEHEAD – ASSISTANT DIRECTOR OF PUBLIC WORKS
PARKS DEPARTMENT
JULY REPORT**

Total Park Man Hours

PARK NAME	TOTAL MAN HOURS
George Park	395
Wessendorff Park	110.5
Shooting Range	6
Crawford Park	4
Clay Park	12.5
Freeman Town Park	9
City Hall Park	0
Special Projects	55.5
TOTAL	592.5

FISCAL YEAR	TOTAL MAN HOURS
October	599.80
November	459.50
December	490.00
January	596.50
February	563.50
March	584.00
April	713.50
May	572.50
June	619.25
July	592.50
TOTAL	5,791.05

**Total Trash Pick Up in Cubic Yards
(Starting tracking in February)**

PARK NAME	TOTAL MAN HOURS
George Park	111.22
Wessendorff Park	6.68
Shooting Range	0
Crawford Park	0
Clay Park	0
Freeman Town Park	0
City Hall Park	0
Special Projects	0
TOTAL	117.9

FISCAL YEAR	TOTAL MAN HOURS
February	92.84
March	71.87
April	49.49
May	38.80
June	111.23
July	117.90
TOTAL	482.13

**PUBLIC WORKS
ONGOING PROJECT UPDATES
HOWARD CHRISTIAN – ASSISTANT CITY MANAGER
JULY REPORT**

WATER PROJECT UPDATES

- Award letter received. (Attached at end of report.)

STREET PROJECT UPDATES

ST001 – 10th Street Extension

- Fort Bend County Mobility Project 10th Street – Preliminary engineering complete – no change.

PARK PROJECT UPDATES

PK006 – Northside Sidewalks – Wessendorff Grant/CDBG Phase X

- The project is getting close to 99% complete. The contractor has poured approximately 5,000 feet of sidewalk. Waiting for CenterPoint to provide power to the light fixtures.

DRAINAGE PROJECT UPDATES

DR006 – WCJC Detention Pond

- Preliminary Engineering Report complete.

OTHER PROJECT UPDATES

MU002 – Quiet Zone

- Sixty-day notice of intent to BNSF and Union Pacific. Sixty-day commence period is over in August. Quiet Zone project construction contract awarded to DVL Enterprises.

MU006 – Wayside Horn Project

- Union Pacific is designing the wayside horn circuitry, cabinet upgrades and RFP for construction to be issued late July or August.

Police Department – Window Sealing and Atrium Repair

- Bid opening in August.

**PUBLIC WORKS
ONGOING PROJECT UPDATES
HOWARD CHRISTIAN – ASSISTANT CITY MANAGER
JULY REPORT**

Monthly Safety Meeting – Did not have due to COVID-19.

TxDOT Updates

90 Overpass Project

1. City has closed on the property for the drainage easement along the railroad tracks adjacent to the Street Facility.
2. With all the conflicts with the drainage easement additional easement maybe required. Waiting an information for the Angle Brothers to decide as to what shoring is going to be used along the Railroad Tracks.

I-69 Project

1. As of 7/12/2020, the projected completion date for the section of the project from 99 to Reading Road is set for December 8, 2020.
2. Waiting on TxDOT to forward the CO-AFA's for signature to move forward on the Richmond Parkway signs.

City of Lake Jackson – iWorQ's Demonstration

The City of Lake Jackson reached out to the City of Richmond Public Works and Building Department to discuss how iWorQ's was performing for the City. Since Lake Jackson is currently using a paper system for tracking work orders, they are looking into software to track work orders more efficiently. They were also interested in how the Building Department is using the software. (They also inquired about Code Enforcement; Albert Cantu will be speaking with them about this section.)

For a background, iWorQ Systems is a cloud-based software that has a suite of applications for managing Public Works and Community Development Operations. The City has been using this software since October 2017 for Public Works Work Order Tracking, and the other suites were implemented at a later date. (These include Code Enforcement, Fleet Management, License Management, Permits and Planning Management, Sign Management, and Facility Management.)

City of Richmond Public Works (Christine Cappel and Cliff Holik) and Building Department (Lori Bounds and Stephanie Rodriguez) met with the City of Lake Jackson's Assistant Director of Public Works, Debra Webb, and their Building Official, David Walton via a Zoom meeting to discuss the software. The City of Lake Jackson was pleased with how the software was working for us. They indicated the City of Clute was looking at purchasing the software as well. It was a great meeting, and we were happy to assist them with their decision.

**PUBLIC WORKS
CALLS RECEIVED
JULY REPORT**

Public Works	Calls for July 2020	%
Facilities	15	2%
Inquiry	417	53%
Parks	0	0%
Solid Waste	292	37%
Street	27	3%
Traffic	1	0%
Water	30	4%
Total	782	100%

Public Works Breakdown – Inquiry Calls	No. of Calls	%
Inquiry	33	8%
Internal Calls	28	7%
Out of City Limits	99	24%
Sales	36	9%
Street Lights	6	1%
Transfer Calls	116	28%
Transfer Calls to Customer Service	65	16%
Transfer Calls to Permits	19	5%
Transfer Calls to Code Enforcement	15	4%
Total	417	100%

PUBLIC WORKS TOTAL CALLS RECEIVED FOR FISCAL YEAR

Month	Total Calls
Oct 19	634
Nov 19	536
Dec 19	436
Jan 20	616
Feb 20	574
Mar 20	666
April 20	646
May 20	756
June 20	968
July 20	782
TOTAL	6614

**PUBLIC WORKS
AFTER HOURS ONCALL SERVICE
JULY REPORT**

Customer Service calls are regarding the water being shut off due to non-payment. For the out of City limit calls, the residents are contacted by oncall personnel with the correct provider, and the Utilities calls are regarding water leaks to sewer stoppages. Street Department handles debris in roadway, roadway issues, sign issues, etc.

These are the calls received for July:

Category	Calls
Courts	1
Customer Service	3
Out of City Limits	6
Solid Waste	4
Streets	2
Utilities	11
Total	27

PUBLIC WORKS AFTER HOUR CALLS RECEIVED FOR FISCAL YEAR

Month	Total Calls
January	26
February	27
March	20
April	16
May	30
June	16
July	27
Total for the Year 2020	162

**PUBLIC WORKS
PROJECT REVIEW
JULY REPORT**

The following have been submitted to the Permits Department for Public Works personnel to review. Personnel includes Cliff Holik, Mike Moody, Jim Whitehead, Kenneth Jansky and Mike Kruszynski. Once the review is complete, a comment letter is sent to the applicant.

TOTAL REVIEWS FOR FISCAL YEAR

Category	Calls
Oct 2019	17
Nov 2019	26
Dec 2019	20
Jan 2020	13
Feb 2020	23
Mar 2020	22
Apr 2020	22
May 2020	24
June 2020	28
July 2020	22
Total	217

PLANS REVIEW

DATE	PROJECT NAME	Plan Type
7/2/2020	Brazos River Stabilization - FBC Mud 140	PI & Grading
7/8/2020	Mandola Farms Off Site Utilities - 2nd Submittal	PI & Grading
7/13/2020	1209 Preston - New Home	Building Permit
7/14/2020	Re-Submittal Jones Creek Slope Rehabilitation, Project 17-020-101-01	PI & Grading
7/15/2020	Pecan Grove MUD Admin Building	Site Plan
7/17/2020	Harvest Green Wastewater Treatment Plant Expansion to .6 MGD	PI & Grading
7/20/2020	Wildwood Park Road from FM 762 to Rabbs Bayou – 2 nd Submittal	PI & Grading
7/22/2020	Jane Long Renovations - 3 rd Submittal	Site Plan
7/24/2020	Jones Creek Slope Protection – 3 rd Submittal	PI & Grading
7/24/2020	Fort Bend Museum	Site Plan
7/30/2020	Veranda Old Blue Park (Tennis Courts) - 2 nd Submittal	Site Plan

**PUBLIC WORKS
PROJECT REVIEW
JULY REPORT**

PUBLIC WORKS COORDINATION REVIEW

DATE	PROJECT NAME
7/2/2020	Huntington at Richmond
7/14/2020	1206 Fort Street - New home construction
7/15/2020	2335 Williams Way (Comcast)
7/15/2020	815 Leonard Avenue - New home construction
7/27/2020	1400 Preston Street - New home with garage
7/30/2020	1903 Dowling Drive – New irrigation
7/30/2020	105 Fort Street (Comcast)
7/30/2020	106 Wheaton at Front Street (Comcast)

PUBLIC WORKS PLAT REVIEW

DATE	PROJECT NAME
7/7/2020	Block 107 Replat
7/7/2020	Morton Street Reserves
7/8/2020	Esperanza Replat

FINALS

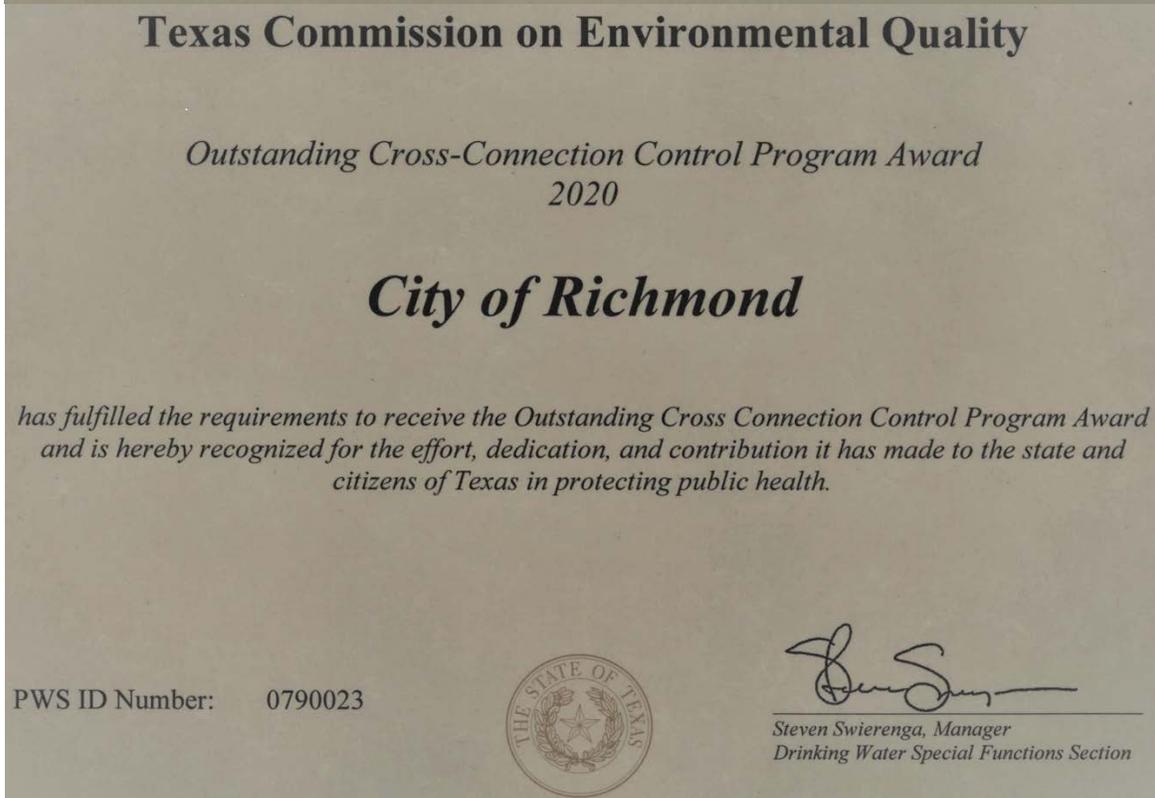
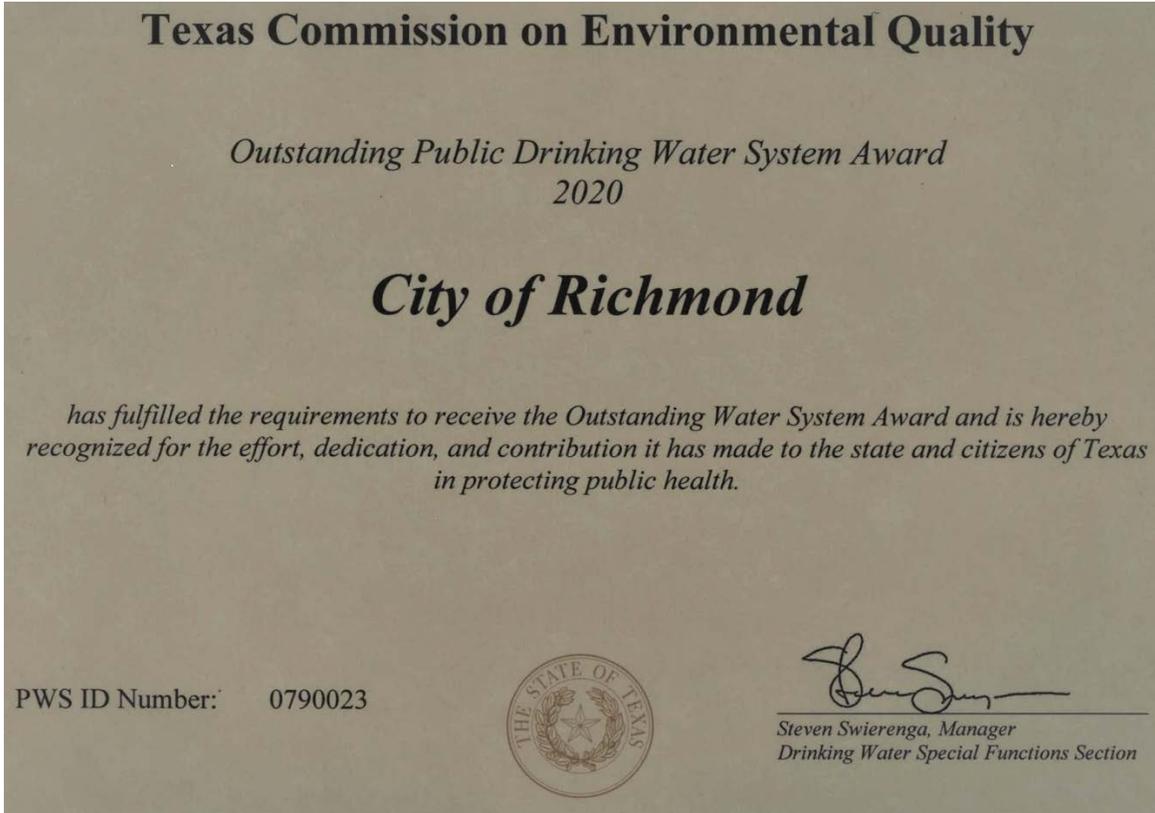
The process for receiving hard copies of Finals for signatures has been changed temporarily due to the COVID-19 situation. The Final is being electronically signed by signed by Duane H. Whitehead, P.E. and Terri Vela, City Manager then it is forwarded to the applicant.

PROJECT NAME	Plan Type
Mandola Farms Off Site Utilities	PI & Grading
Re-Submittal Jones Creek Slope Rehabilitation, Project Number 17-020-101-01	PI & Grading
Wildwood Park Road from FM 762 to Rabbs Bayou	PI & Grading
Jones Creek Slope Protection	PI & Grading

**PUBLIC WORKS
AWARDS RECEIVED
JULY REPORT**

The City received 2 awards from the Texas Commission on Environmental Quality:

- Outstanding Public Drinking Water System Award 2020 – This award recognizes overall excellence in all aspects of operating a public water system (PWS).
- Outstanding Cross-Connection Control Program Award 2020 - This award heralds the effort, dedication and contribution public water suppliers make to the state and to protecting the public health.



**PUBLIC WORKS
AWARDS RECEIVED
JULY REPORT**

Public Works submitted a proposal in April 2020 for the Community Development Block Grant Program (CDBG) for the North Richmond-North Water Line Replacement Project in the amount of \$171,870. The City was recently informed that the proposal was recommended for funding.

For a background of the project, this project was based off the City of Richmond's Integrated Utility Master Plan. The North Richmond Water Line Replacement Project has been recommended for upsizing to a 6" water main. We have identified 3 streets that will be directly impacted by the project. This includes Douglas Street, Rochelle Street, and San Juan Street. Many other homes surrounding the project area will be indirectly impacted by the work.



COMMUNITY DEVELOPMENT
Fort Bend County, Texas

Marilynn Kindell
Director

(281) 341-4410
Fax (281) 341-3762

VIA ELECTRONIC MAIL

July 29, 2020

The Honorable Evalyn Moore
City of Richmond
402 Morton Street
Richmond, Texas 77469

Attn: Howard Christian

Dear Mayor Moore:

We are pleased to inform you that the proposal submitted by the City of Richmond for water line improvements for the North Richmond area was recommended to Fort Bend County Commissioners Court for FY 2020 Community Development Block Grant (CDBG) funding in the amount of \$171,870 the amount requested.

After an agreement between Fort Bend County and the City of Richmond has been prepared, it will be forwarded to you for execution. Until that time, please do not expend any funds with the expectation of a reimbursement from CDBG funds. Also, do not hire program staff, employees or consultants until you have contacted this office for procurement guidelines.

If you have any questions, please contact our office at 281-341-4410.

Sincerely,

A handwritten signature in blue ink that reads "Marilynn Kindell".

Marilynn Kindell
Director

**PUBLIC WORKS
FALL CLEANUP
JULY REPORT**

The City of Richmond and Republic Services will be hosting a Curbside Fall “Household Items Only” Clean Up Campaign on October 3rd, 10th and 17th. Keep Richmond Beautiful will be sponsoring 2 document shred trucks on Saturday, October 24th at Richmond City Hall from 9 am to noon.

Staff is currently working with Communications for advertisement in the newspaper and on social media, as well as with Customer Service for the flyer to be included in the September water bills.

2020 City of Richmond Fall “Household Items Only” Clean Up



The City of Richmond and Republic Services will be hosting a Curbside Fall “Household Items Only” Clean Up Campaign on the following dates:



Saturday, October 3rd

Collection will be for the residents North of the Union Pacific Railroad Tracks.

Saturday, October 10th

Collection will be for the residents East of the Brazos River; Fountains at Jane Long Farms Subdivision; Area East of South 7th Street and North of Wheaton Street and Burnet Street.

Saturday, October 17th

Collection will be for the residents in Del Webb (MUD 187), Williams Ranch (WR MUD 1) and the remainder of the City.

TIME: HOUSEHOLD ONLY ITEMS MUST BE CURBSIDE BEFORE 7:00 A.M.
(Bulk items include furniture, lamps, mattresses, televisions and washer/dryers)

LOCATION OF ITEMS: ALL ITEMS MUST BE STACKED AT THE CURB

LIMIT: 20 CUBIC YARDS (20 Cubic Yards = 15 Feet Long x 12 Feet Wide and 3 Feet Tall.)

This Clean Up Campaign **EXCLUDES** Canyon Gate at the Brazos (MUD 116), Rio Vista (MUD 145), Riverpark West (MUD 121), Rivers Edge Subdivision (MUD 140), Riverwood (MUD 19) and Veranda (MUD 215).

THE FOLLOWING WILL NOT BE COLLECTED OR ALLOWED:

**NO CONSTRUCTION DEBRIS OR REMODELING DEBRIS
NO TORN DOWN BUILDINGS • HOUSEHOLD HAZARDOUS WASTE
STRUCTURE DEBRIS FROM A VACANT LOT WILL NOT BE COLLECTED
NO TREE, GREEN WASTE MATERIAL OR FENCING MATERIAL
AMMONIA • AMMUNITION • ANTIFREEZE • ASBESTOS
APPLIANCES WITH FREON UNLESS PROFESSIONALLY REMOVED
BATTERIES • BLEACH • BRICKS • CAR PARTS • CAUSTICS • CHLORINE
COMMERCIAL BUSINESS WASTE • COMPRESSED GAS CYLINDERS
CONCRETE • CORROSIVES • DIOXINS • DIRT • EXPLOSIVES • FERTILIZERS
FLAMMABLES • FUEL AND OLD FILTERS • GERMICIDES • GUN POWDER
HOUSEHOLD CHEMICALS • MEDICAL WASTE • OIL • PAINT • PCB's
PESTICIDES • PROPANE • RADIOACTIVE WASTE • REACTIVES • TIRES**

Note: This is not a complete list of items not accepted

Tires, batteries, oil, paint and hazardous waste will not be accepted during the clean up. These among other recycling items can be taken to the Fort Bend County Recycling and Environmental Center located at 1200 Blume Road. Please call the Recycle Center at 281-633-7581 for hours of operation and information regarding acceptable materials.



2020 FALL DOCUMENT SHRED EVENT

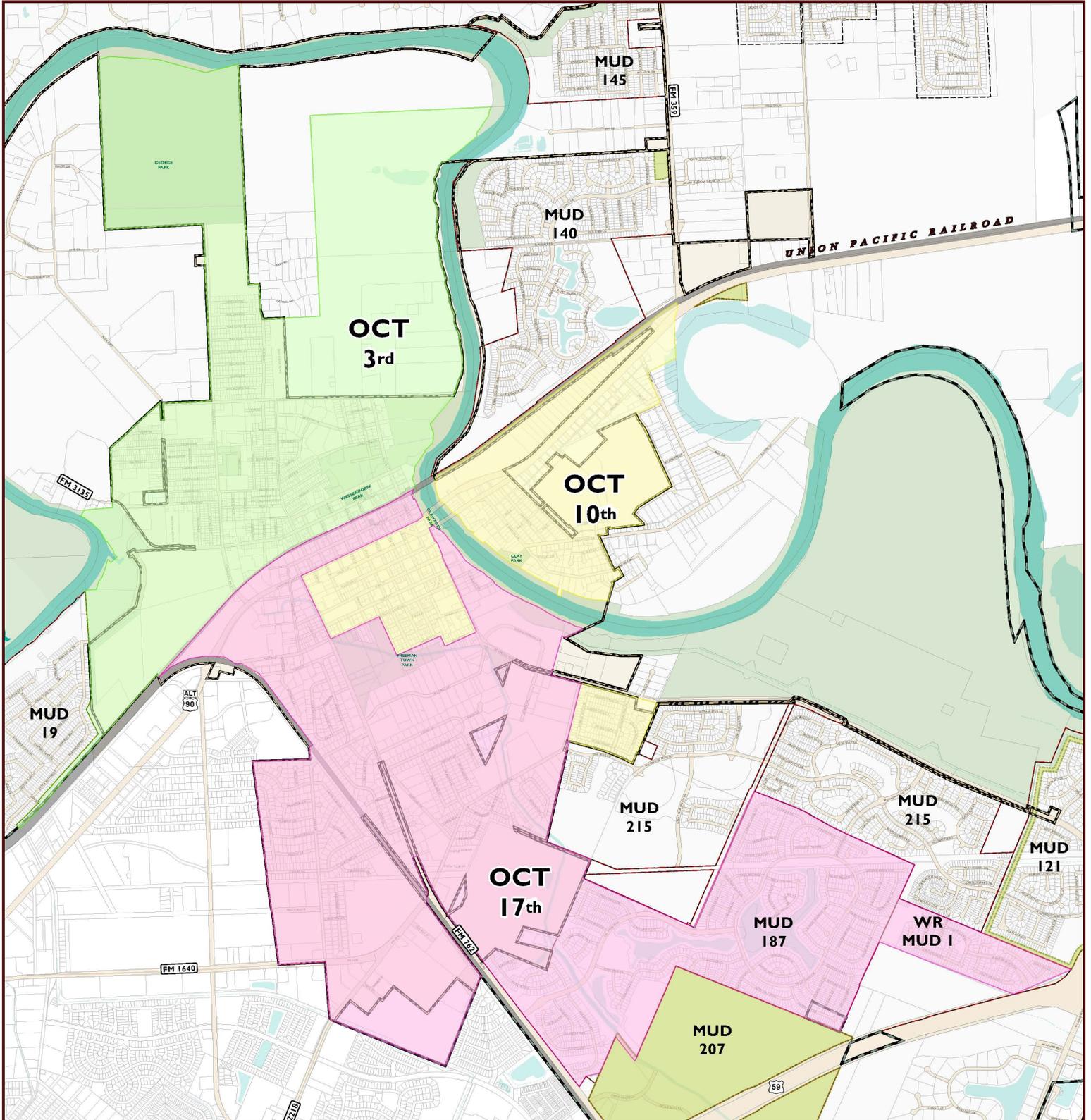
Keep Richmond Beautiful and the City of Richmond will sponsor 2 document shred trucks on Saturday, October 24th at Richmond City Hall located at 402 Morton Street.

Free document shredding onsite from 9:00 am to Noon.

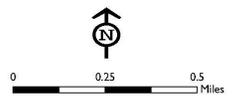
ID Required - Please bring your City of Richmond water bill stub for ID Purposes.

Questions? Please call City of Richmond Public Works at 281-342-0559.

CITY OF RICHMOND FALL CLEAN-UP 2020



LEGEND	
BOUNDARIES	
	CITY LIMITS
	LIMITED PURPOSE ANNEXATIONS
	EXTRATERRITORIAL JURISDICTION
	MUNICIPAL UTILITY DISTRICTS (MUDs)
REPUBLIC SERVICES FALL CLEAN-UP	
FALL SANITATION	
	OCTOBER 3, 2020
	OCTOBER 10, 2020
	OCTOBER 17, 2020



MAP DISCLAIMER:
 This map is intended for general informational purposes only, and does not represent a legal record. The City of Richmond, Texas makes no warranty regarding specific accuracy or completeness, and the contents or data may be subject to revision at any time without notification.



CONSENT AGENDA

8. Planning Department Report.



A5.8. PLANNING DEPARTMENT REPORT TO THE CITY COMMISSION

JULY 2020 / AUGUST 2020

The following table provides an overview of Planning Department activities from July 16, 2020 through August 19, 2020:

DEVELOPMENT PROJECTS		
Project Type	Total	Description
• Sign Permit Reviews	3	<i>Includes new walls signs, freestanding signs and reface.</i>
• Inspections	4	<i>Sign Final Inspection</i>
• Development Plan Review	5	<i>Site development plans and interior build-out plans. Projects include:</i> <ul style="list-style-type: none"> ▪ <i>Fort Bend Museum renovation at 500 Houston St,</i> ▪ <i>Tennis Court within Veranda Development;</i> ▪ <i>Jane Long School Gym Modification to accommodate a new school program which includes counselling and making clothing available at reduced cost to qualifying students and families;</i> ▪ <i>Accessory dwelling unit at 611 Houston Street; and</i> ▪ <i>Boys and Girls Club at 1800 James L. Pink Blvd (grading and drainage related improvements)</i> ▪ <i>Veranda at 762, Multi-family Residential – (Submitted as part of the final plat application and will be discussed at the September 2020 Regular City Commission meeting).</i>
• Plat Application Review	5	<i>2 plats for August 2020 agenda and 3 plats for September 2020 agenda</i>
• Plat Variance	0	
• Zoning Variance Request	0	
• Pre-application conferences	5	<i>A Zoom meeting was held to discuss allowance, regulations, and permitting process. (Details in the following section)</i>
• Zoning Change	0	

OTHER PLANNING DEPARTMENT PROJECTS & UPDATES

Richmond Historical District

- Regular Richmond Historical Commission meeting was held on August 18, 2020.
- A certificate of appropriateness was approved for the proposed building addition and improvement of the Fort Bend Museum building located at 500 Houston Street.
- A certificate of appropriateness was conditionally approved for proposed exterior façade improvements for the old City of Richmond Fire Station building located at 112 Jackson Street. The

proposed work includes roof replacement, replacing roll-up doors with storefront, and repair and painting of exterior wall finish materials.

- A certificate of appropriateness was conditionally approved for exterior façade improvements to the old Theatre building located at 206 Morton Street. The proposed work includes exterior limestone cladding up to 12 feet, replacement of doors and windows and future stucco work on the upper floor.

Pre-application Conference

- Veranda Multi-family (MU district): A preliminary plat for the site was conditionally approved at the July regular City Commission meeting. Staff discussed building code requirements and permitting related processes for the proposed project. A final plat and Site Development Plan application is expected to be submitted to be considered at the September regular meeting. The applicant intends to submit plans for building permit within the next two months.
- 1905 Austin St (GC district): The subject site is located along the east side of US 90A; south of the BNSF railroad tracks. Staff was contacted by representatives of a church to discuss development regulations and requested a meeting as part of the due diligence process. The subject site does not have a well-defined access to any street and is currently accessed via a railroad crossing which is proposed to be removed. When staff detailed out the access related issues, the applicant expressed their intent to not pursue purchasing the property
- 722 Riverridge Dr (GR district): The applicant met with staff to discuss replatting an existing residential lot into two lots.
- 1810 Thompson Rd (SC district): The subject site includes a vacant building that was constructed as a home. The applicant met with staff to discuss using the existing building as a church.
- 2012 Hwy 90 ALT (ETJ): The subject site is located close to the HWY 90 Alt and Pitts Road intersection along the south side of HWY 90 Alt. The site includes a building which appears to have been used previously as a game room and restaurant. The applicant discussed the use of the site as a church and associated use.

Comprehensive Master Plan update

- At the September 21, 2020 regular City Commission meeting, staff is planning to present comprehensive master plan survey results and to discuss details about the next steps necessary for the Comprehensive Master Plan update. Please note that the previously planned public engagement sessions could not be conducted due to the Pandemic and presently staff is identifying alternate ways to conduct public engagement sessions necessary for the Comprehensive Master Plan update process.

GIS PROJECTS AND INITIATIVES	
Project / Initiatives	Description
City of Richmond Development Map & Guide	<ul style="list-style-type: none"> • <i>Project initiative intended to support the Development Corporation of Richmond’s mission to promote economic growth in the City of Richmond.</i> • <i>Established progress towards the ongoing creation of a brochure style guide and map highlighting key target industries, commercial and residential developments, and overall community factors amenable to the growth and development of the City.</i> • <i>Coordinated with staff to identify target industries and community factors, draft written descriptions for those key features, and outline an overall narrative theme for the brochure.</i> • <i>Submitted revised drafts of the corresponding development map.</i>
Fort Bend Central Appraisal District (FBCAD) Data Updates	<ul style="list-style-type: none"> • <i>Received quarterly GIS data updates from the Fort Bend Central Appraisal District (FBCAD).</i> • <i>Reviewed and curated data for accuracy and completion.</i> • <i>Geoprocessed key datasets—such as parcel and roads layer—for integration with existing GIS data.</i> • <i>Organized geodatabases following processing of updated datasets.</i>
ArcGIS Online Web Application Maintenance	<ul style="list-style-type: none"> • <i>Updated feature and tile layers hosted on ArcGIS Online and subsequent map applications.</i> • <i>Updated data includes parcel and roads feature layers.</i>
Census Bureau’s 2020 Boundaries Validation Program (BVP)	<ul style="list-style-type: none"> • <i>The Boundary Validation Program is a decennial update conducted by the U.S. Census Bureau concurrently with the Boundaries and Annexation Survey to allow local governments a final opportunity to verify legal boundary, name, and status prior to the 2020 Census.</i> • <i>Reviewed boundaries and annexation survey corrections, legal boundaries, name, and government status.</i> • <i>Submitted documentation to certify review with Census Bureau personnel.</i>

----- End of Report -----



CONSENT AGENDA

9. Building Department Report.



CITY OF RICHMOND

OFFICE OF THE BUILDING OFFICIAL

SUBJECT: Monthly Status July 2020, submitted August 2020, by Lori Bownds.

Certificate of Occupancy Issued:

- Bestfriend Boutique & Spa – 1531 FM 359 Suite 700

Plan Reviews: Significant:

- New Single-Family Residence – 1209 Preston Street
- Calvary Episcopal Church- 806 Thompson-Remodel (2nd Review)
- Renovate existing garage – 611 Houston Street (2nd Review)
- Remodel -1601 Main Street
- Swimming Pool- 806 Barrett Street (2nd Review)
- Accessory Dwelling Unit- 610 Main Street (2nd Review)
- Residential Addition – 1613 George
- New Single-Family Residence – 815 Leonard
- New Single-Family Residence – 712 Lettie
- Remodel Vision Center – 5330 FM 1640

Health Inspections:

GRADE

- St Johns Methodist Church
- Wal-Mart
- Richmond Food Mart/Taqueria 87
- Mimi's New Orleans
- Oak Bend Hospital
- Cambridge Health Care
- Helping Hands
- Korner Food Mart #6
- Richmond Health Care
- JB Food Mart

Inspections:

- Plumbing 557
- Building 18
- Driveway 3
- Electrical 31
- Mechanical 9
- Occupancy 25

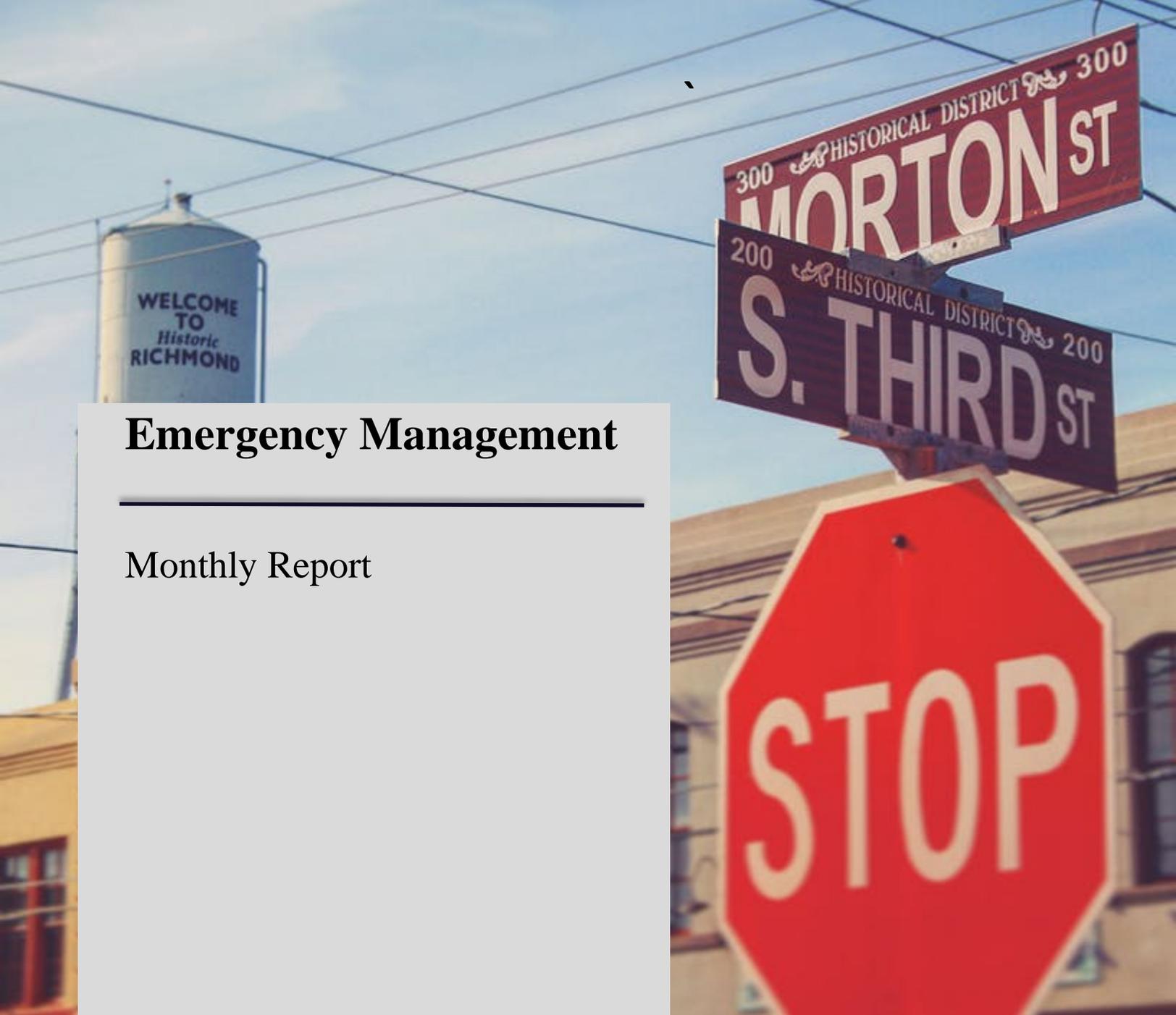
Contacts Permit Desk:

- Inspections scheduled, rescheduled or canceled 712
- Applications submitted for review 39
- Applications processed 280
- License processed 45



CONSENT AGENDA

10. Emergency Management Report.



Emergency Management

Monthly Report

JULY 2020

City of Richmond

Prepared by: Anthony Pryor



RICHMOND

EST. **TEXAS** 1837

A Charming Past. A Soaring Future.

Monthly Report

Mayor and Commissioners,

For the month of July, the Office of Emergency continued to monitor the COVID-19 pandemic and stay ready by attending all possible COVID-19 updates, providing resources for the community, and businesses during this time of need. We continue to monitor the PPE Inventory for the city

Processes and systems being monitored by The Emergency Management Team

Cares ACT Funds;

Submitted plans and quote for EOC update to incorporate social distancing and replace the all outdated computer systems.

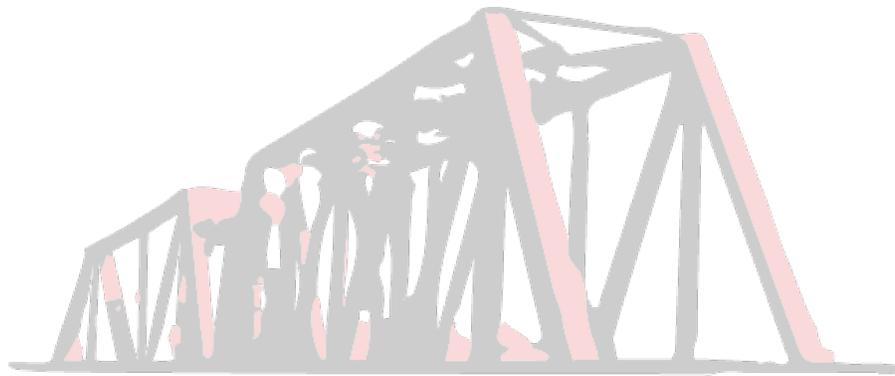
Activities;

- Attend conference calls for Fort Bend County Jurisdictional COVID-19 update every Thursday afternoon.
- Attend conference calls for the State of Texas Health and Human Services COVID-19 Thursdays evening.
- Continue to track essential inventory and supplies for COVID-19 Response.
- Conducted High Water Vehicle Training/ familiarization so that we continue to stay prepared during hurricane season.
- Attended online Cybersecurity Resiliency in Industrial Control Systems Training hosted by TEEEX.
- Attended the Virtual Hazmat Conference and Emergency Planning to stay informed of current risk and possible resources.
- Attended the Texas Water Board Month Meet via Web EX Video Conferencing.
- Attended the Web EOC Monthly Work Group Meeting.
- Attended the Virtual Floodplain Management 101 Course
- Attend the Zoom Meeting regarding the Realigning of the Railroad Track.
- Attended the Regular City Commission Meeting
- Attended the National Weather Service severe weather call for Hurricane Hanna
- Working with David Olinger from Fort Bend County Health and Human Services to possibly use the old Fire Station as a Drive Thru COVID-19 Test Site. There are some logistical items we are working through along with an agreement before any approvals from the city are given.

Summary;

The Office of Emergency Management will continue to respond to the COVID-19 pandemic by staying informed and providing timely updates on current local, state, and federal events, incidents, and regulations that could affect the city and community. The safety of our employees and citizens is of the utmost importance.

Preparation and regular honest assessment and evaluation of our process is the Key to successful Emergency Management.



RICHMOND

EST. **TEXAS** 1837

A Charming Past. A Soaring Future.



CONSENT AGENDA

11. Next Meeting Dates.



City of Richmond

Where History Meets Opportunity

Meeting Date:

Tuesday, September 8th, 2020 ~ Special Meeting @
4:30 p.m.

Monday, September 21st, 2020 – Special Meeting @
4:30 p.m.



City of Richmond

Where History Meets Opportunity

City Commission Workshop/Special

600 Morton Street

Monday, August 24, 2020 at 4:30 P.M

- A5. Review and consider taking action on a replat – City of Richmond Morton Street Reserves – 1.646 acres of land – 0 Lots – 1 Blocks – 3 Reserves. The subject site can be described as a 1.646 acre of Land (Fort Bend County Clerk’s File No. 2014013434) being a portion of Out Lot No. 15 of Randon’s Addition to the Town of Richmond (Volume A, Page 484; Deed Records of Fort Bend County, Texas) and a portion of Lot No. 2, Section 2 of Borden’s Lots Back of Richmond (Volume B, Page 758; Deed Records of Fort Bend County, Texas) including a portion of the original right-of-way of Union Street (30 feet wide, call 0.125 acre abandonment – Volume 481, Page 49; Deed Records of Fort Bend County, Texas), all being in the Jane H. Long Survey, Abstract No. 55 and in the John T. Edwards Survey, Abstract No. 23, Fort Bend County, Texas. The subject site is the old Thompson Clinic property, located north of the intersection of Morton St. and Union St.



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: August 24, 2020

Staff Review:

City Manager _____
City Attorney _____
Finance _____
Fire Department _____
Police Department _____
Public Works _____

AGENDA ITEM:

**SUBMITTED BY: Jose Abraham, Planning Director
Planning Department**

SYNOPSIS

Review and consider taking action on a replat for City of Richmond Morton Street Reserves, 1.646 acres of land, 0 Lots, 3 Reserves, and 1 Block.

The Planning and Zoning Commission recommended approval of this replat at their August 4, 2020, meeting with a condition that following comments will be addressed: 1) Revise the first statement within the owner’s acknowledgement to identify “The City of Richmond” as owner (singular) instead of plural; 2) Remove the reference to Fort Bend County requirements within Note #3; 3) Revise Note #6 to indicate that the minimum slab elevation only applies to new construction; and 4) Change the language within engineer’s signature block to indicate “City of Richmond” instead of Fort Bend County.

COMPREHENSIVE PLAN 2014 GOALS ADDRESSED

D.3. Strategically locate higher intensity uses near areas that have sufficient transportation and utility infrastructure capacity to support them, such as commercial, industrial, civic, and multifamily uses.

D.4. Set aside a balanced mix of residential, civic, and commercial land uses to meet the lifestyle needs of all residents and business owners.

BACKGROUND

- The subject site is the Old Thompson Clinic Property and is located north of the intersection of Morton St and Union St.**
- The subject site is owned by the City of Richmond and constitutes several lots and an abandoned right-of way.**
- The proposed replat combines all the existing lots to create three (3) reserves in one (1) block and dedicates a 15’ wide strip of land along Myrtle Street for Road right-of-way purposes.**

BUDGET ANALYSIS

FUNDING SOURCE	ACCOUNT NUMBER	PROJECT CODE/NAME	FY 2019-2020 FUNDS BUDGETED	FY 2019-2020 FUNDS AVAILABLE	AMOUNT REQUESTED
N/A	N/A	N/A	N/A	N/A	N/A

BUDGET AMENDMENT REQUIRED? YES _____ NO X

Requested Amendment: N/A
Budgeted funds estimated for FY 2019-2020: N/A

Purchasing Review: N/A
Financial/Budget Review: N/A

FORM CIQ: N/A

FORM 1295 N/A

SUPPORTING MATERIALS

A report has been submitted by the Planning Department for review by the Mayor and City Commission.

STAFF'S RECOMMENDATION

CONDITIONAL APPROVAL: Staff recommends approval of this replat conditioned upon addressing the comments listed below: 1) Revise the first statement within the owner's acknowledgement to identify "The City of Richmond" as owner (singular) instead of plural; 2) Remove the reference to Fort Bend County requirements within Note #3; 3) Revise Note #6 to indicate that the minimum slab elevation only applies to new construction; and 4) Change the language within engineer's signature block to indicate "City of Richmond" instead of Fort Bend County.

City Manager Approval: _____

CITY COMMISSION
Final Report: Plat Application

Agenda Date: August 24, 2020

Agenda Item:

Plat Name: City of Richmond Morton Street Reserves – Replat

Applicant: Brad L. Schodek | Kaluza, Inc.

Project Description: A subdivision of 1.646 acre tract of land (Fort Bend County Clerk’s file No. 2014013434) being a partial replat of out lot No. 15 of Randon’s Addition to the Town of Richmond (Volume A, Page 484; Deed Records of Fort Bend County, Texas) and a partial replat of lot No. 2 Section 2 of Borden’s lots back of Richmond (Volume B page 758; Deed records of Fort Bend County, Texas) Including a portion of the original right-of-way of Union Street (30 feet Wide, Abandoned – Volume 481, Page 49; Deed records of Fort Bend County, Texas) All being in the Jane H. Long Survey Abstract No. 55, and in the John T. Edwards Survey, Abstract No. 23, City of Richmond, Fort Bend County Texas.

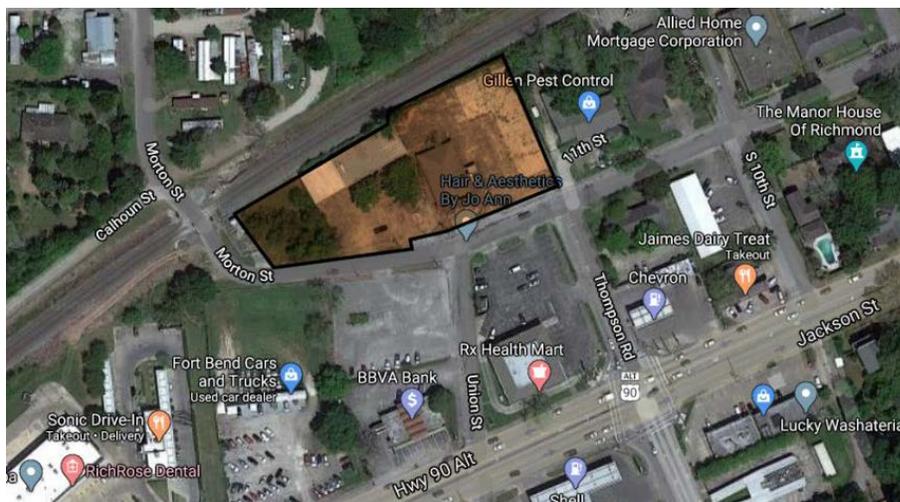
Zoning Designation: GC, General Commercial

P&Z Commission Mtg.: Aug 4, 2020

Project Planner: Jose Abraham, Planning Director

Background/Review Notes

- The subject site is the Old Thompson Clinic Property and is located north of the intersection of Morton St and Union St. The subject site is owned by the City of Richmond and constitutes several lots and an abandoned right-of way. (Vicinity Map Below)
- The proposed replat combines all the existing lots to create three (3) reserves in one (1) block and dedicates a 15’ wide strip of land along Myrtle Street for Road right-of-way purposes.



STATE OF TEXAS
COUNTY OF FORT BEND
CITY OF RICHMOND

We, THE CITY OF RICHMOND, TEXAS, acting by and through EVALYN W. MOORE, Mayor, owners of the 1.646 acre tract described in the above and foregoing map of CITY OF RICHMOND MORTON STREET RESERVES, do hereby make and establish said subdivision and development plan of said property according to all lines, dedications, restrictions and notations on said maps or plat and hereby dedicate to the use of the public forever, all streets (except those streets designated as private streets), alleys, parks, water courses, drains, easements and public places shown thereon for the purposes and considerations therein expressed; and do hereby bind ourselves, our heirs and assigns to warrant and forever defend the title to the land so dedicated.

FURTHER, we do hereby dedicate for public utility purposes an unobstructed aerial easement five (5) feet in width from a plane twenty (20) feet above the ground level upward, located adjacent to all public utility easements shown hereon.

FURTHER, we do hereby covenant and agree that all of the property within the boundaries of this plat shall be restricted to prevent the drainage of any septic tanks into any public or private street, road or alley or any drainage ditch, either directly or indirectly.

FURTHER, we do hereby covenant and agree that all of the property within the boundaries of this subdivision and adjacent to any drainage easement, ditch, gully, creek or natural drainage way shall hereby be restricted to keep such drainage ways and easements clear of fences, buildings, excessive vegetation and other obstructions to the operations and maintenance of the drainage facility and that such abutting property shall not be permitted to drain directly into this easement except by means of an approved drainage structure.

FURTHER, we do hereby acknowledge the receipt of the "Orders for Regulation of Outdoor Lighting in the Unincorporated Areas of Fort Bend County, Texas," and do hereby covenant and agree and shall comply with this order as adopted by Fort Bend County Commissioners Court on March 23, 2004.

IN TESTIMONY WHEREOF, THE CITY OF RICHMOND has caused these presents to be signed by

EVALYN W. MOORE, Mayor, thereunto authorized this _____ day of _____, 2020.

THE CITY OF RICHMOND

By: _____
Evalyn W. Moore, Mayor

Attest: _____
Laura Scarlato, City Secretary

SUBMISSION NOTES:

- No visible evidence of pipelines or pipeline facilities was found within the limits of the subdivision.
- The plat lies wholly within the incorporated boundaries of Fort Bend Subdivision District, Lamar Consolidated Independent School District, the City of Richmond, and Fort Bend County, Texas.
- This plat was prepared to meet City of Richmond and Fort Bend County requirements.
- The property depicted on this plat lies within the jurisdiction of Fort Bend County Lighting Ordinance Zone LZ3.
- As per the Federal Emergency Management Agency National Flood Insurance Program Flood Insurance Rate Map for Fort Bend County, Texas, and Incorporated Areas (Map No. 48157C0235L, Map Revised April 2, 2014), it appears that CITY OF RICHMOND MORTON STREET RESERVES lies within Zone X - Areas determined to be outside the 0.2% annual chance floodplain.
- The minimum slab elevation shall be two feet (2.0') above the lowest top of curb elevation within, or adjacent to, each lot or reserve; or, in the absence of a curb, two feet (2.0') above the highest natural ground along perimeter of building foundation and one foot (1.0') above any down gradient roadway or any down gradient drainage restraint, whichever is higher, in accordance with Fort Bend County - Interim Atlas 14 Drainage Criteria Manual and Minimum Slab Elevation Criteria 2.a.iii.
- ELEVATION REFERENCE & TEMPORARY BENCHMARKS:**
ELEVATION REFERENCE: N.G.S. B-1212 (1973) [PID AW4730] - Found brass disk set vertically in North face of Fort Bend County Courthouse building at Jackson Street (US 90-A) and Fourth Street. Elevation = 97.98' (NAVD88)
TEMPORARY BENCHMARK No. 1 (TBM No. 1) - Found "I" on Northwest corner of concrete curb around perimeter of Southwestern Bell Telephone Company site; Located 23 feet Northeast of the centerline of Myrtle Street at 26 feet Southeast of the centerline of railroad tracks. Elevation = 91.53'

8.) All drainage easements shown hereon shall be kept clear of fences, buildings, plantings, and other obstructions to the operation and maintenance of the drainage facilities. All property shall drain into the drainage easement only through an approved drainage structure.

9.) CITY OF RICHMOND MORTON STREET RESERVES is currently zoned GC, General Commercial. The minimum required building setbacks are depicted hereon as per the Unified Development Code (Table 3.1.201.B).

10.) This plat was prepared relying on a city planning letter provided by Old Republic National Title Insurance Company dated July 9, 2020 (File No. HT077079). The surveyor has not abstracted the subject property.

11.) All bearings and coordinates referenced to the Texas Coordinates System of 1983 (South Central Zone). All coordinates listed are grid and can be brought to surface by applying a combined project scale factor = 0.99987328677.

12.) CITY OF RICHMOND MORTON STREET RESERVES is located within the district limits of the West Fort Bend Management District (Tract D - call 2572.01 acres; Fort Bend County Clerk's File No. 2005080948) and may be subject to district development standards.

13.) The Northerly line of this subdivision is not easily accessible due to railroad ballast. This office was unable to set new corner monumentation along this Northerly line except as noted hereon.

14.) No dedication information available for railroad right-of-way adjacent to this tract. According to a partial copy of the Southern Pacific Transportation Company Station Map for Richmond (no date or public access information available), this railroad right-of-way across "Borden's 1st Addition" (Borden's Lots Back of Richmond) is 60 feet wide centered on the railroad tracks (Parcel No. 17) and this railroad right-of-way across Randon's Addition to the Town of Richmond is 33 feet wide, extending 8.5 feet South of the railroad tracks (Parcel No. 16).

15.) Any additional structures or additions must adhere to the building lines as shown on this plat. In addition, if the existing structures are ever demolished, then any replacement structures shall adhere to the building lines as shown on this plat.

16.) Sidewalks shall be built or caused to be built per the City of Richmond Unified Development Code "UDC", per Section 4.5.201, within all road rights-of-way dedicated to the public.

STATE OF TEXAS
COUNTY OF FORT BEND

This Plat of CITY OF RICHMOND MORTON STREET RESERVES Subdivision approved by the City Manager of the City of Richmond, Texas.

This the _____ day of _____, 2020.

Signed: _____
Terri Vela, City Manager

STATE OF TEXAS
COUNTY OF FORT BEND

This Plat of CITY OF RICHMOND MORTON STREET RESERVES Subdivision approved on _____, 2020, by the City of Richmond City Commission and signed

this the _____ day of _____, 2020, provided, however, this approval shall be invalid, and null, and void, unless this plat is filed with the County Clerk of Fort Bend County, Texas, within one (1) year hereafter.

Signed: _____
Evalyn W. Moore, Mayor

Laura Scarlato, City Secretary

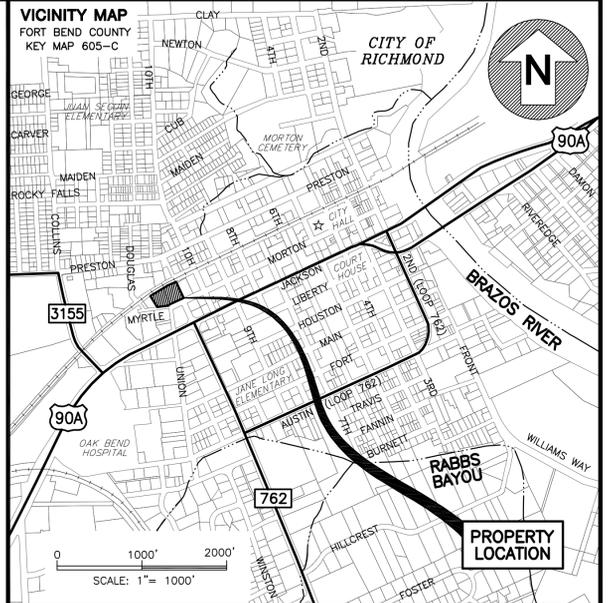
LINE TABLE

LINE	DISTANCE	BEARING
L1	23.19'	N 07°39'52" W
L2	8.00'	N 65°14'38" E
L3	23.18'	S 07°39'52" E
L4	30.19'	S 57°59'24" W

CURVE TABLE

CURVE	RADIUS	DELTA	ARC	TANGENT	BEARING	CHORD
C1	5856.73	01°12'28"	123.47	61.74	S 60°16'03" W	123.47
C2	5856.73	01°01'51"	105.38	52.69	S 60°21'21" W	105.38
C3	5856.73	00°10'37"	18.08	9.04	S 59°45'07" W	18.08
C4	300.00	16°53'17"	88.43	44.54	S 73°41'16" W	88.11
C5	5856.73	01°04'51"	110.49	55.25	N 59°00'52" E	110.49

LEGEND:
R.O.W. - RIGHT-OF-WAY
VOL. - VOLUME
PG. - PAGE
D.R. - DEED RECORDS OF FORT BEND COUNTY
O.R. - OFFICIAL RECORDS OF FORT BEND COUNTY
P.R. - PLAT RECORDS OF FORT BEND COUNTY
F.B.C.C.F. - FORT BEND COUNTY CLERK'S FILE
(S) - SET 5/8" IRON ROD WITH CAP
--- ORIGINAL NATURAL GROUND ELEVATION CONTOUR
NOTE: ALL 5/8" IRON RODS SET BY THIS OFFICE (KALUZA) WITH PLASTIC CAPS LABELLED "1943 4349 5829"



I, Brad L. Schodek, am authorized under the laws of the State of Texas to practice the profession of surveying and hereby certify that the above subdivision is true and correct, was prepared from an actual survey of the property made under my supervision on the ground and that all boundary corners, angles points of curvature and other points of reference have been marked with iron (or other suitable permanent ferrous metal) rods having an outside diameter of not less than five-eighths (5/8) inch except as noted hereon.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

Brad L. Schodek
Registered Professional Land Surveyor
Texas Registration No. 6430

I, Duane H. Whitehead, a professional engineer registered in the State of Texas, do hereby state that this plat meets the requirements of Fort Bend County to the best of my knowledge.

Duane H. Whitehead, P.E.
Texas Registration No. 105210

I, LAURA RICHARD, COUNTY CLERK IN AND FOR FORT BEND COUNTY, HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORDATION IN MY OFFICE ON _____, 2020, AT _____ O'CLOCK _____ M. IN PLAT NUMBER _____ OF THE PLAT RECORDS OF FORT BEND COUNTY, TEXAS.

WITNESS MY HAND AND SEAL OF OFFICE, AT RICHMOND, TEXAS, THE DAY AND DATE LAST ABOVE WRITTEN.

LAURA RICHARD, COUNTY CLERK
FORT BEND COUNTY, TEXAS

BY: _____
DEPUTY

CITY OF RICHMOND MORTON STREET RESERVES

A SUBDIVISION OF 1.646 ACRE OF LAND (FORT BEND COUNTY CLERK'S FILE No. 2014013434) BEING A PARTIAL REPLAT OF OUT LOT No. 15 OF RANDON'S ADDITION TO THE TOWN OF RICHMOND (VOLUME A, PAGE 484; DEED RECORDS OF FORT BEND COUNTY, TEXAS) AND A PARTIAL REPLAT OF LOT No. 2, SECTION 2 OF BORDEN'S LOTS BACK OF RICHMOND (VOLUME B, PAGE 758; DEED RECORDS OF FORT BEND COUNTY, TEXAS) INCLUDING A PORTION OF THE ORIGINAL RIGHT-OF-WAY OF UNION STREET (30 FEET WIDE, ABANDONED - VOLUME 481, PAGE 49; DEED RECORDS OF FORT BEND COUNTY, TEXAS), ALL BEING IN THE JANE H. LONG SURVEY, ABSTRACT No. 55, AND IN THE JOHN T. EDWARDS SURVEY, ABSTRACT No. 23, CITY OF RICHMOND, FORT BEND COUNTY, TEXAS.

0 LOTS 3 RESERVES 1 BLOCK

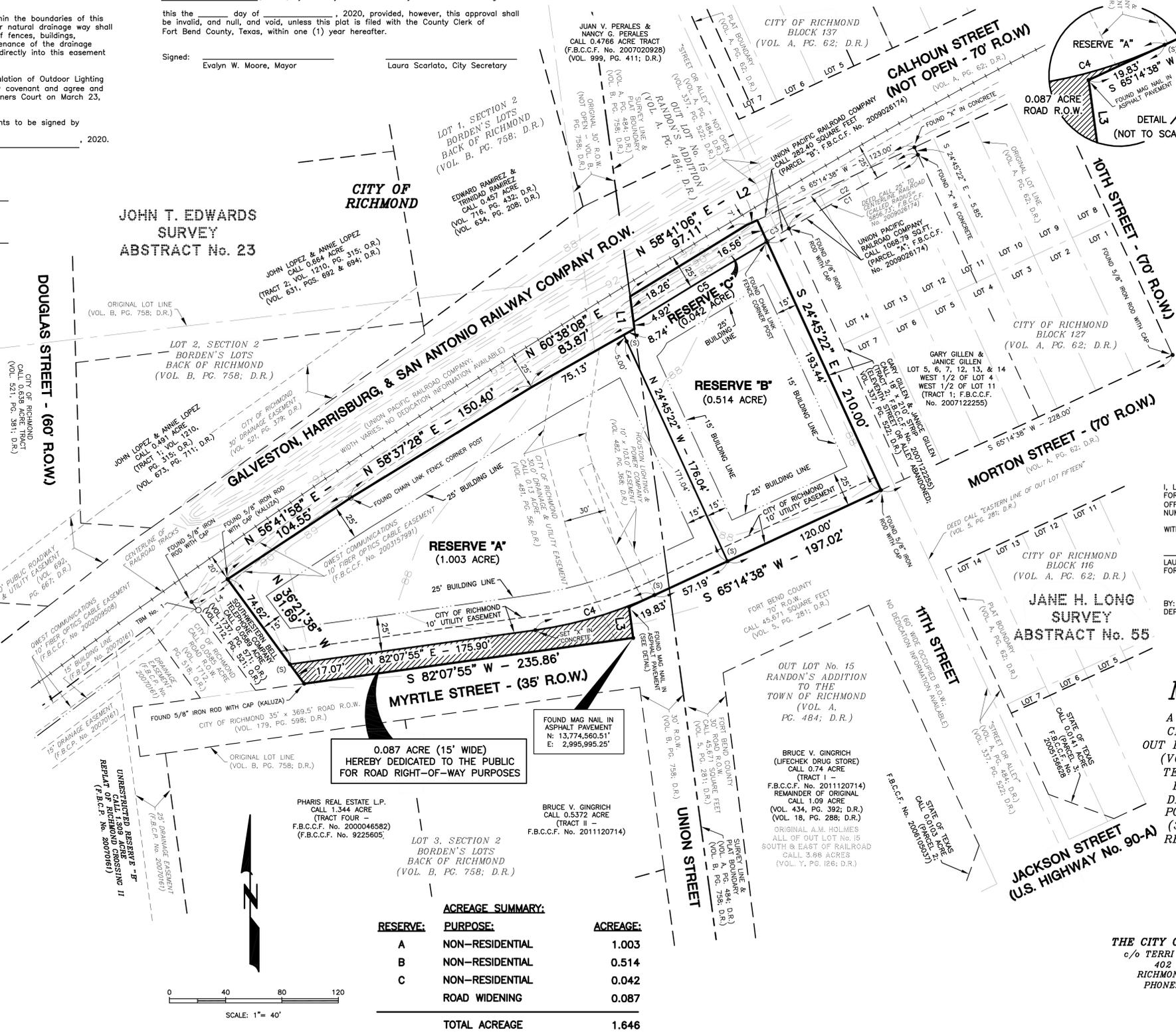
THE PURPOSE OF THE REPLAT IS TO DEVELOP THREE RESERVES

OWNERS
THE CITY OF RICHMOND, TEXAS
c/o TERRI VELA, CITY MANAGER
402 MORTON STREET
RICHMOND, TEXAS 77469
PHONE: (281) 342-5456

SURVEYOR AND ENGINEER
KALUZA, INC.
CONSULTING ENGINEERS AND SURVEYORS
ENGINEERING FIRM No. E-1339
TEXAS LICENSED SURVEYING FIRM No. 10010000
3014 AVENUE I
ROSENBERG, TEXAS 77471
(281) 341-0808
bschodek@kaluzainc.com

JULY 14, 2020

SHEET 1 OF 1



0.087 ACRE (15' WIDE)
HEREBY DEDICATED TO THE PUBLIC
FOR ROAD RIGHT-OF-WAY PURPOSES

ACREAGE SUMMARY:

RESERVE:	PURPOSE:	ACREAGE:
A	NON-RESIDENTIAL	1.003
B	NON-RESIDENTIAL	0.514
C	NON-RESIDENTIAL	0.042
ROAD WIDENING		0.087
TOTAL ACREAGE		1.646



File Name: \\Fs1\Bent\City\Richmond\2020\FB20020-002 (Morton St Plat)\Survey\Plat\Richmond-Morton-Abstract\Reserve-1.pdf-07142020.dwg
Layout: Tbl1.dwg
Save Date: Tuesday, July 14, 2020 11:56:20 AM
Plot Date: Tuesday, July 14, 2020 12:16:18 PM



City of Richmond

Where History Meets Opportunity

City Commission Workshop/Special

600 Morton Street

Monday, August 24, 2020 at 4:30 P.M

- A6. Review and consider taking action on a replat – City of Richmond Block 107 Replat – 0.961 acres of land – 0 Lots – 1 Blocks – 1 Reserve. The subject site can be described as being all of Block No. One-Hundred Seven (107), including Lot No. 1 through 14, inclusive, save and except a State of Texas call 0.051 acre tract of land for road right-of-way (Parcel No. 1 – Volume 458, Page 165; Deed Records of Fort Bend, Texas), of the City of Richmond (subdivision plat recorded in Volume A, Page 62; Deed Records of Fort Bend County, Texas) in the William Morton Survey, Abstract No. 63, Fort Bend County, Texas. The subject site is the old fire station property located on the northeast corner of So. 2nd Street and Hwy 90A intersection.



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: August 24, 2020

Staff Review:

City Manager _____
City Attorney _____
Finance _____
Fire Department _____
Police Department _____
Public Works _____

AGENDA ITEM:

**SUBMITTED BY: Mason Garcia, Associate Planner
Planning Department**

SYNOPSIS

Review and consider taking action on a Replat of City of Richmond Block 107, 0.961 acres of land, 63 Lots, 4 Reserves, and 2 Blocks.

The Planning and Zoning Commission recommended approval of this replat at their August 4, 2020, meeting with a condition that following comments will be addressed: 1) Revise the first statement within the owner’s acknowledgement to identify The City of Richmond as owner (singular) instead of plural; 2) Revise the first statement within the owner’s acknowledgement to indicate the correct acreage (0.961 acres); 3) Remove the reference to Fort Bend County requirements within Note #3. 4) Revise Note #6 to indicate that the minimum slab elevation only applies to new construction; and 5) Change the language within engineer’s signature block to indicate “City of Richmond” instead of Fort Bend County.

COMPREHENSIVE PLAN 2014 GOALS ADDRESSED

D.3. Strategically locate higher intensity uses near areas that have sufficient transportation and utility infrastructure capacity to support them, such as commercial, industrial, civic, and multifamily uses.

D.4. Set aside a balanced mix of residential, civic, and commercial land uses to meet the lifestyle needs of all residents and business owners.

BACKGROUND

- The proposed subdivision is located at 112 Jackson street which is on the northeastern corner of Jackson Street and South 2nd Street intersection.
- The subject site is the old City of Richmond Fire Station property.
- The subject site is owned by the City of Richmond and constitutes several lots from the Town of Richmond Plat.

- The proposed replat combines all the existing lots to create One (1) reserve in one (1) block.

BUDGET ANALYSIS

FUNDING SOURCE	ACCOUNT NUMBER	PROJECT CODE/NAME	FY 2019-2020 FUNDS BUDGETED	FY 2019-2020 FUNDS AVAILABLE	AMOUNT REQUESTED
N/A	N/A	N/A	N/A	N/A	N/A

BUDGET AMENDMENT REQUIRED? YES _____ NO X

Requested Amendment: N/A
 Budgeted funds estimated for FY 2019-2020: N/A

Purchasing Review: N/A
 Financial/Budget Review: N/A

FORM CIQ: N/A

FORM 1295 N/A

SUPPORTING MATERIALS

A report has been submitted by the Planning Department for review by the Mayor and City Commission.

STAFF'S RECOMMENDATION

CONDITIONAL APPROVAL: Staff recommends approval of this final plat conditioned upon addressing the comments listed below: 1) Revise the first statement within the owner's acknowledgement to identify The City of Richmond as owner (singular) instead of plural; 2) Revise the first statement within the owner's acknowledgement to indicate the correct acreage (0.961 acres); 3) Remove the reference to Fort Bend County requirements within Note #3; 4) Revise Note #6 to indicate that the minimum slab elevation only applies to new construction; and 5) Change the language within engineer's signature block to indicate "City of Richmond" instead of Fort Bend County.

City Manager Approval: _____

CITY COMMISSION
Final Report: Plat Application

Agenda Date: August 24, 2020

Agenda Item:

Plat Name: City of Richmond Block 107 – Replat

Applicant: Brad L. Schodek | Kaluza, Inc.

Project Description: A subdivision of 0.961 acre tract of land being all of Block 107 including lot No. One through Fourteen, Inclusive, Save and Except a State of Texas Call .051 Acres Tract of Land for Road Right of Way(Parcel No. 1 Volume 459, Page 165; Deed Records of Fort Bend County, Texas), All Being In The City of Richmond (Volume A, Page 62, Deed Records of Fort Bend County, Texas) In the William Morton Survey, Abstract No. 63, City of Richmond, Fort Bend County Texas.

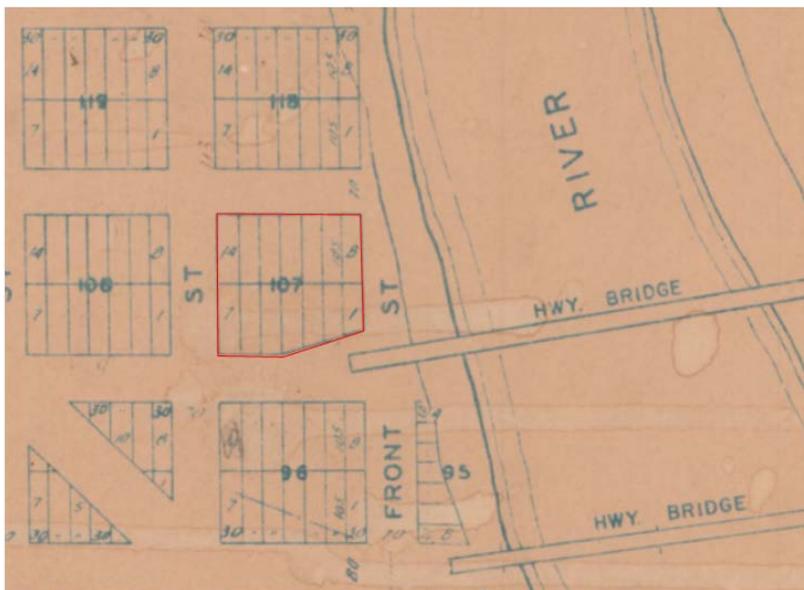
Zoning Designation: DN, Downtown (Historic Overlay District)

P&Z Commission Mtg.: Aug 4, 2020

Project Planner: Mason Garcia, Associate Planner

Background/Review Notes

- *The proposed subdivision is located at 112 Jackson street which is on the northeastern corner of Jackson Street and South 2nd Street intersection.*
- *The subject site is the old City of Richmond Fire Station property.*
- *The subject site is owned by the City of Richmond and constitutes several lots from the Town of Richmond Plat. (Please see current layout below)*
- *The proposed replat combines all the existing lots to create One (1) reserve in one (1) block.*



STATE OF TEXAS
COUNTY OF FORT BEND
CITY OF RICHMOND

We, **THE CITY OF RICHMOND, TEXAS**, acting by and through **Evalyn W. Moore**, Mayor, owners of the 1.646 acre tract described in the above and foregoing map of **CITY OF RICHMOND BLOCK 107 REPLAT**, do hereby make and establish said subdivision and development plat of said property according to all lines, dedications, restrictions and notations on said maps or plat and hereby dedicate to the use of the public forever, all streets (except those streets designated as private streets), alleys, parks, water courses, drains, easements and public places shown thereon for the purposes and considerations therein expressed; and do hereby bind ourselves, our heirs and assigns to warrant and forever defend the title to the land so dedicated.

FURTHER, we do hereby dedicate for public utility purposes an unobstructed aerial easement five (5) feet in width from a plane twenty (20) feet above the ground level upward, located adjacent to all public utility easements shown hereon.

FURTHER, we do hereby covenant and agree that all of the property within the boundaries of this plat shall be restricted to prevent the drainage of any septic tanks into any public or private street, road or alley or any drainage ditch, either directly or indirectly.

FURTHER, we do hereby covenant and agree that all of the property within the boundaries of this subdivision and adjacent to any drainage easement, ditch, gully, creek or natural drainage way shall hereby be restricted to keep such drainage ways and easements clear of fences, buildings, excessive vegetation and other obstructions to the operations and maintenance of the drainage facility and that such abutting property shall not be permitted to drain directly into this easement except by means of an approved drainage structure.

FURTHER, we do hereby acknowledge the receipt of the "Orders for Regulation of Outdoor Lighting in the Unincorporated Areas of Fort Bend County, Texas," and do hereby covenant and agree and shall comply with this order as adopted by Fort Bend County Commissioners Court on March 23, 2004.

IN TESTIMONY WHEREOF, **THE CITY OF RICHMOND** has caused these presents to be signed by **Evalyn W. Moore**, Mayor, thereunto authorized this _____ day of _____, 2020.

THE CITY OF RICHMOND

By: _____
Evalyn W. Moore, Mayor

Attest: _____
Laura Scarlato, City Secretary

STATE OF TEXAS
COUNTY OF FORT BEND

This Plat of **CITY OF RICHMOND BLOCK 107 REPLAT** Subdivision approved by the City Manager of the City of Richmond, Texas.

This the _____ day of _____, 2020.

Signed: _____
Terri Vela, City Manager

STATE OF TEXAS
COUNTY OF FORT BEND

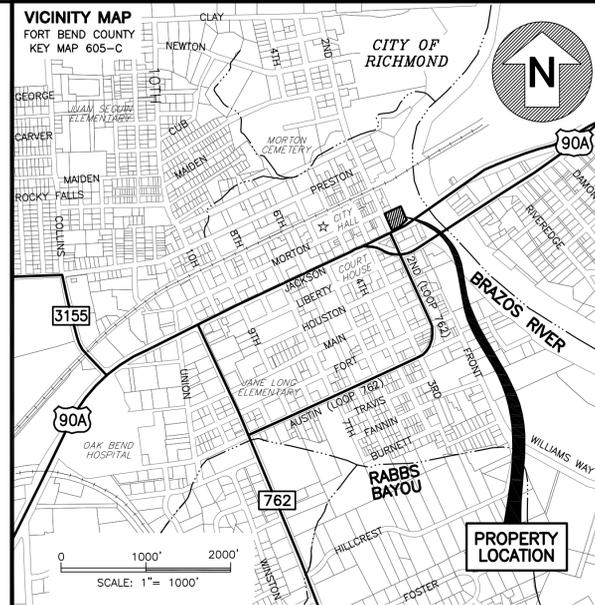
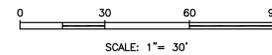
This Plat of **CITY OF RICHMOND BLOCK 107 REPLAT** Subdivision approved on _____, 2020, by the City of Richmond City Commission and signed

this the _____ day of _____, 2020, provided, however, this approval shall be invalid, and null, and void, unless this plat is filed with the County Clerk of Fort Bend County, Texas, within one (1) year hereafter.

Signed: _____
Evalyn W. Moore, Mayor
Laura Scarlato, City Secretary

LEGEND:

- R.O.W. - RIGHT-OF-WAY
 - VOL. - VOLUME
 - PG. - PAGE
 - D.R. - DEED RECORDS OF FORT BEND COUNTY
 - O.R. - OFFICIAL RECORDS OF FORT BEND COUNTY
 - P.R. - PLAT RECORDS OF FORT BEND COUNTY
 - F.B.C.C.F. - FORT BEND COUNTY CLERK'S FILE
 - (S) - SET 5/8" IRON ROD WITH CAP
 - 88 - ORIGINAL NATURAL GROUND ELEVATION CONTOUR
- NOTE: ALL 5/8 INCH IRON RODS SET BY THIS OFFICE (KALUZA) WITH PLASTIC CAPS LABELLED "1943 4349 5829"



I, Brad L. Schodek, am authorized under the laws of the State of Texas to practice the profession of surveying and hereby certify that the above subdivision is true and correct, was prepared from an actual survey of the property made under my supervision on the ground and that all boundary corners, angles, points of curvature and other points of reference hereon are marked with iron (or other suitable permanent ferrous metal) rods having an outside diameter of not less than five-eighths (5/8) inch except as noted hereon.

PRELIMINARY. THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

Brad L. Schodek
Registered Professional Land Surveyor
Texas Registration No. 6430

I, Duane H. Whitehead, a professional engineer registered in the State of Texas, do hereby state that this plat meets the requirements of Fort Bend County to the best of my knowledge.

Duane H. Whitehead, P.E.
Texas Registration No. 105210

I, LAURA RICHARD, COUNTY CLERK IN AND FOR FORT BEND COUNTY, HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORDATION IN MY OFFICE ON _____, 2020, AT _____ O'CLOCK _____ M. IN PLAT NUMBER _____ OF THE PLAT RECORDS OF FORT BEND COUNTY, TEXAS.

WITNESS MY HAND AND SEAL OF OFFICE, AT RICHMOND, TEXAS, THE DAY AND DATE LAST ABOVE WRITTEN.

LAURA RICHARD, COUNTY CLERK
FORT BEND COUNTY, TEXAS

BY: _____
DEPUTY

CITY OF RICHMOND BLOCK 107 REPLAT

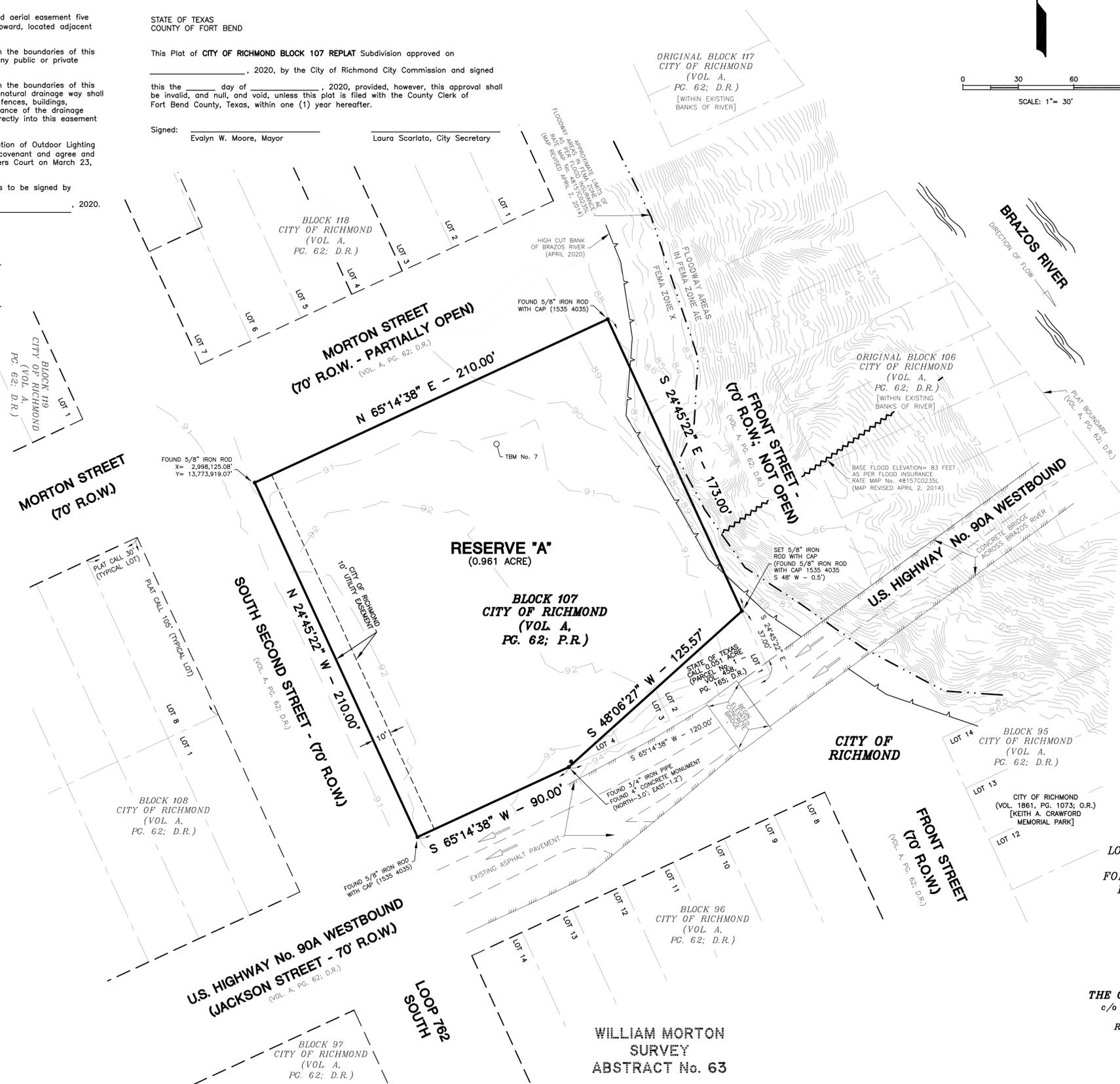
A SUBDIVISION OF 0.961 ACRE OF LAND BEING A REPLAT OF ALL OF BLOCK No. ONE-HUNDRED SEVEN (107) INCLUDING LOT Nos. ONE THROUGH FOURTEEN, INCLUSIVE, SAVE AND EXCEPT THE STATE OF TEXAS CALL 0.051 ACRE TRACT OF LAND FOR ROAD RIGHT-OF-WAY (PARCEL No. 1 - VOLUME 458, PAGE 165; DEED RECORDS OF FORT BEND COUNTY, TEXAS), ALL BEING IN THE CITY OF RICHMOND (VOLUME A, PAGE 62, DEED RECORDS OF FORT BEND COUNTY, TEXAS) IN THE WILLIAM MORTON SURVEY, ABSTRACT No. 63, CITY OF RICHMOND, FORT BEND COUNTY, TEXAS.

0 LOTS 1 RESERVE 1 BLOCK
THE PURPOSE OF THE REPLAT IS TO DEVELOP ONE RESERVE OWNERS SURVEYOR AND ENGINEER
KALUZA, INC.
CONSULTING ENGINEERS AND SURVEYORS
ENGINEERING FIRM No. F-1339
TEXAS LICENSED SURVEYING FIRM No. 10010000
3014 AVENUE I
ROSENBERG, TEXAS 77471
(281) 341-0808
bschodek@kaluzainc.com

THE CITY OF RICHMOND, TEXAS
c/o TERRI VELA, CITY MANAGER
402 MORTON STREET
RICHMOND, TEXAS 77469
PHONE: (281) 342-5456

JULY 14, 2020

SHEET 1 OF 1



- SUBDIVISION NOTES:**
- No visible evidence of pipelines or pipeline facilities was found within the limits of the subdivision.
 - The plat lies wholly within the incorporated boundaries of Fort Bend Subdivision District, Lamar Consolidated Independent School District, the City of Richmond, and Fort Bend County, Texas.
 - This plat was prepared to meet City of Richmond and Fort Bend County requirements.
 - The property depicted on this plat lies within the jurisdiction of Fort Bend County Lighting Ordinance Zone L23.
 - As per the Federal Emergency Management Agency National Flood Insurance Program Flood Insurance Rate Map for Fort Bend County, Texas, and Incorporated Areas (Map No. 48157C0235L, Map Revised April 2, 2014), it appears that CITY OF RICHMOND BLOCK 107 REPLAT lies within Zone X - Areas determined to be outside the 0.2% annual chance floodplain.
 - The minimum slab elevation shall be two feet (2.0') above the lowest top of curb elevation within, or adjacent to, each lot or reserve; or, in the absence of a curb, two feet (2.0') above the highest natural ground along perimeter of building foundation and one foot (1.0') above any down gradient roadway or any down gradient drainage restraint, whichever is higher, in accordance with Fort Bend County - Interim Atlas 14 Drainage Criteria Manual and Minimum Slab Elevation Criteria 2.a.iii.
 - ELEVATION REFERENCE & TEMPORARY BENCHMARKS:**
ELEVATION REFERENCE: N.G.S. B-1212 (1973) [PID AW4730] - Found brass disk set vertically in North face of Fort Bend County Courthouse building at Jackson Street (US 90-A) and Fourth Street. Elevation= 97.98' (NAVD88)
Temporary Benchmark No. 7 - (TBM No. 7) - Found "□" on Northwest corner of 10 foot by 13 foot concrete pad for generator on North end of site; Located 155 feet Northwest of the North right-of-way of Jackson Street at 128 feet Northeast of the East right-of-way of South Second Street. Elevation= 91.38'
 - CITY OF RICHMOND BLOCK 107 REPLAT is currently zoned DN, Downtown (Historic Overlay District). The minimum required building setbacks as per the Unified Development Code on all sides is zero (Table 3.1.201.B).
 - This plat was prepared relying on a city planning letter provided by Old Republic National Title Insurance Company dated July 9, 2020 (File No. HT077080). The surveyor has not abstracted the subject property.
 - All bearings and coordinates referenced to the Texas Coordinates System of 1983 (South Central Zone). All coordinates listed are grid and can be brought to surface by applying a combined project scale factor= 0.99987328677.
 - CITY OF RICHMOND BLOCK 107 REPLAT is located within the district limits of the West Fort Bend Management District (Tract D - call 2572.01 acres; Fort Bend County Clerk's File No. 2005080948) and may be subject to district development standards.
 - Sidewalks shall be built or caused to be built per the City of Richmond Unified Development Code "UDC", per Section 4.5.201, within all road rights-of-way dedicated to the public.

File Name: \\FortBend\City\Richmond\2020\FBRCM020-001 (Richmond Town Site Plat)\Survey\Plat\Richmond-Block107-1plat-071420.dwg
Loyal: Tami.Loyall
Date: 2020.07.14 12:17:02 PM
Plot Date: Tuesday, July 14, 2020 12:06:30 PM



City of Richmond

Where History Meets Opportunity

City Commission Workshop/Special

600 Morton Street

Monday, August 24, 2020 at 4:30 P.M

- A7. Discuss practice and procedures related to election/campaign sign enforcement.



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: August 24, 2020

Staff Review:

City Manager _____
City Attorney _____
Finance _____
Fire Department _____
Police Department _____
Public Works _____

AGENDA ITEM:

**SUBMITTED BY: Jose Abraham, Planning Director
Planning Department**

SYNOPSIS

This is an agenda request for a discussion to provide a general discussion regulations and code enforcement as it applies to Political/ Election signs. At the July 20, 2020 regular City Commission meeting, the Commission advised staff to discuss and provide clarity on the subject matter.

COMPREHENSIVE PLAN 2017 GOALS ADDRESSED

D.2. Continuously re-evaluate the City's incentives, policies and regulations—while at the same time—setting quality and character standards that are compatible with the historic character and future trajectory of the community.

BACKGROUND

Based on input from the City Commission, staff discussed political/election signs with respect to regulatory requirements and its enforcement. The discussion was focused on ensuring that posting of political/election signs within City of Richmond happens in a fair and organized manner and enforcement of applicable regulations happens on a proactive basis to avoid any negative impact to the community. The discussion was led by the City Manager and included the City Attorney, Asst. City Manager, and representatives from Code Enforcement, Building Department, and Planning Department. The discussion and engagement have been productive, and staff will expand the discussion to other aspects of the UDC and its enforcement to improve the quality of life within City of Richmond. Attached report provides important information related to political/ election signs.

BUDGET ANALYSIS

FUNDING SOURCE	ACCOUNT NUMBER	PROJECT CODE/NAME	FY 2019 - 2020 FUNDS BUDGETED	FY 2019 - 2020 FUNDS AVAILABLE	AMOUNT REQUESTED
N/A	N/A	N/A	N/A	N/A	N/A

BUDGET AMENDMENT REQUIRED? YES _____ NO X

Requested Amendment: N/A
Budgeted funds estimated for FY 2019 - 2020: N/A

Purchasing Review: N/A
Financial/Budget Review: N/A

FORM CIQ: N/A

FORM 1295 N/A

SUPPORTING MATERIALS

A report in support has been submitted by the Planning Department for review by the Mayor and City Commission.

STAFF'S RECOMMENDATION

This is a discussion item and No Recommendation is included.

City Manager Approval: _____



CITY COMMISSION

Staff Report: Discussion on Political/ Election Signs

Agenda Date: August 24, 2020

Agenda Item:

Agenda Item Subject: Regulations and Code enforcement pertaining to Political/ Election Signs

Project Description: This report is intended to provide a summary of regulations and code enforcement as it applies to Political/ Election signs. At the July 20, 2020 regular City Commission meeting, the Commission advised staff to discuss and provide clarity on the subject matter.

Project Planner: Jose Abraham, Planning Director

BACKGROUND

Based on input from the City Commission, staff discussed political/election signs with respect to regulatory requirements and its enforcement. The discussion was focused on ensuring that posting of political/election signs within City of Richmond happens in a fair and organized manner and enforcement of applicable regulations happens on a proactive basis to avoid any negative impact to the community. The discussion was led by the City Manager and included the City Attorney, Asst. City Manager, and representatives from Code Enforcement, Building Department, and Planning Department. The discussion and engagement have been productive, and staff will expand the discussion to other aspects of the UDC and its enforcement to improve the quality of life within City of Richmond. The following sections provide important information related to political/ election signs.

PROVISIONS OF TEXAS ELECTION CODE

Chapter 259 of the Texas Election Code includes certain restrictions on the ability of municipalities to regulate political signs. Political signs to be placed on private property with consent of the owner cannot be regulated by municipalities in terms of (a) placement; (b) requiring a permit, (c) size restriction, and (d) charging a fee for removal of sign in an amount greater than what is charged for other types of signs if the sign is less than 8 foot tall, has an area less than 36 square feet, is not illuminated and does not have any moving elements. Please see Section 259.003 of the Texas Election Code below:

Sec. 259.003. REGULATION OF POLITICAL SIGNS BY MUNICIPALITY. (a) In this section, "private real property" does not include real property subject to an easement or other encumbrance that allows a municipality to use the property for a public purpose.

(b) A municipal charter provision or ordinance that regulates signs may not, for a sign that contains primarily a political message and that is located on private real property with the consent of the property owner:

- (1) prohibit the sign from being placed;

(2) require a permit or approval of the municipality or impose a fee for the sign to be placed;

(3) restrict the size of the sign; or

(4) provide for a charge for the removal of a political sign that is greater than the charge for removal of other signs regulated by ordinance.

(c) Subsection (b) does not apply to a sign, including a billboard, that contains primarily a political message on a temporary basis and that is generally available for rent or purchase to carry commercial advertising or other messages that are not primarily political.

(d) Subsection (b) does not apply to a sign that:

(1) has an effective area greater than 36 feet;

(2) is more than eight feet high;

(3) is illuminated; or

(4) has any moving elements.

Please note that Chapter 259 of the Texas Election Code does not address the duration for which a political sign may be placed on a private property.

UDC REGULATIONS FOR ELECTION SIGNS

According to Table 4.7.401 of the Unified Development Code (UDC), portable election signs can be located within all zoning districts without a permit. UDC includes a size restriction of 4 sq. ft. for residential districts and 9 sq. ft. for non-residential districts. This regulation cannot be enforced due to the restrictions provided by the Texas Election Code (*Municipalities cannot regulate sign area up to 36 sq. ft.*). The permitted duration for election signs as per the UDC is 60 days and the sign must be removed within 7 days following election. Following is a snapshot of Table 4.7.401 of the UDC.

Table 4.7.401 Temporary Sign Types											
Land Use (within the extraterritorial jurisdiction)	Residential		Nonresidential (refer to the GC District when there are standards for more than one nonresidential district)							Mixed Use	Public/ Institutional
	SR	GR	SC	GC	OT	DN	BP	IN	RV	MU	PI
Portable Election Sign	Allowed	Allowed	Allowed	Allowed	Allowed	Allowed	Allowed	Allowed	Allowed	Allowed	Allowed
Maximum Sign Area	4 sf.		9 sf.								
Permitted Duration	60 days; removed within 7 days following election										
Other Limitations	Not allowed on any property: 1. Located within public right-of-way, or that which is owned by the state, county or City, or any other political subdivision of the state 2. Without the permission of the property owner 3. Which may constitute a traffic hazard or a detriment to traffic safety by obstructing the vision of drivers, by detracting from the visibility of any traffic control device, or by being confused with an authorized traffic control device										
Construction Permit Required	No										

CODE ENFORCEMENT

The standard practice of code enforcement as it relates to political sign is as follows:

- Upon the availability of a candidate list, the Code Enforcement Division, sends a friendly reminder to the candidates about general guidelines with respect to placing political signs (*Sample letter attached*).
- Since City of Richmond and the ETJ area includes several Texas Department of Transportation (TXDOT) rights-of-way, the letter encourages candidates to be aware of City of Richmond standards as well as TXDOT requirements.
- All political signs located within public rights of way or posing traffic hazard are removed by code enforcement division staff and kept in the office, allowing candidates to pick them up.
- Please note that there is a difference between the allowed duration for political signs by TXDOT and the UDC. TXDOT allows political signs to be posted as early as 90 days before an election and to be removed within 10 days after the election. The UDC requires the removal of election signs within 7 days after the election day.
- Based on staff discussion, it appears that the difference in allowed duration for political signs by the UDC and TXDOT results in some confusion. Staff is in discussion to identify the best solution to be adopted avoid this confusion. Possible solutions discussed so far include, (1) amending the UDC allowance to align with that of TXDOT and (2) Making maps available as part of an informational packet that clearly demarcate areas where each allowance would apply.
- Additionally, in discussing the issue, staff realized that some of the provisions in the UDC do not accurately reflect state legislature regarding political/ election signs. Staff is planning to present an amendment to the sign regulation chapter of the UDC in the future to make changes to a few provisions pertaining to other types of signs. At that time, staff intends to propose changing election sign related requirements to reflect restrictions and provisions of state legislature accurately.

Staff is requesting feedback and input from the City Commission to help staff better address the issue of regulation and code enforcement with respect to election/ political signs.

-----*End of Report*-----



Office of Code Compliance

200 Houston Street, Richmond, TX 77469
(281) 238-1210

Dear Campaign Candidate,

A friendly reminder from your Code Enforcement Division.

During campaign season, the landscape blooms with a special kind of flower - the political sign. Unlike wildflowers that are welcome anywhere, putting campaign signs on public lands is illegal. So, before you plant that sign, learn the law and keep Texas beautiful.

Facts You Should Know

- It is illegal to place any signs on or within the right of way. This includes posting signs on trees, telephone poles, traffic signs and other objects on the right of way.
- Campaign signs along Texas roads can be placed on private property with the owner's permission.
- Signs must be made of lightweight material and be no larger than 50 square feet.
- Campaign signs may be posted as early as 90 days before an election (no earlier) and must be removed within 10 days after the election.
- Before placing a sign inside of incorporated city limits, check with the city for applicable ordinances.

We are reminding campaign candidates that signs posted in right of ways are not approved. We recognized that the signs are your property and respect your investment. Therefore, we will offer you the opportunity to relocate your sign to a permitted location. However, if your signs are still found to be in right of ways, or posing a traffic hazard, the signs will be picked up and stored. The signs will be available to be retrieved by contacting a Code Enforcement Representative to make arrangements to pick up any signs that have been removed. Call: (281) 238-1210 for questions or concerns regarding the removal of your sign.

Respectfully,
Your Code Enforcement representative,
Kay Moss

Sign Removal

If you've placed your sign in the right of way or it's posing a traffic hazard, it will be removed without prior notice. You can pick the signs up at the office.

For More Information see:

- [Political Advertising – Texas Ethics Commission](#)

**Contact the City of Richmond Code Enforcement Office at (281) 238-1210 (Kay Moss)
Or for more information regarding rules governing campaign signs, please refer to State regulations: State of Texas: (512) 416-2901.**

“Working for a safe and pleasant environment through voluntary compliance, public awareness, and code enforcement”



City of Richmond

Where History Meets Opportunity

City Commission Workshop/Special

600 Morton Street

Monday, August 24, 2020 at 4:30 P.M

A8. Update on Integrated Utility Master Plan and Financial Plan.



RICHMOND
EST. **TEXAS** 1837

Water/Wastewater Master Plan Update

Master Plan assumptions

- Projects future demands
 - Future growth anticipated by 2023 - 2027
 - In City 5 – 8% respectively
 - ETJ 46 – 121% respectively
- FBSD mandate will require surface water plant expansion in 2025
- Two wastewater plants to serve City and ETJ, East and West of the Brazos – Development driven from both sides of the river
- Develop CIP's to meet demand
- Rate Structure to pay for CIP's

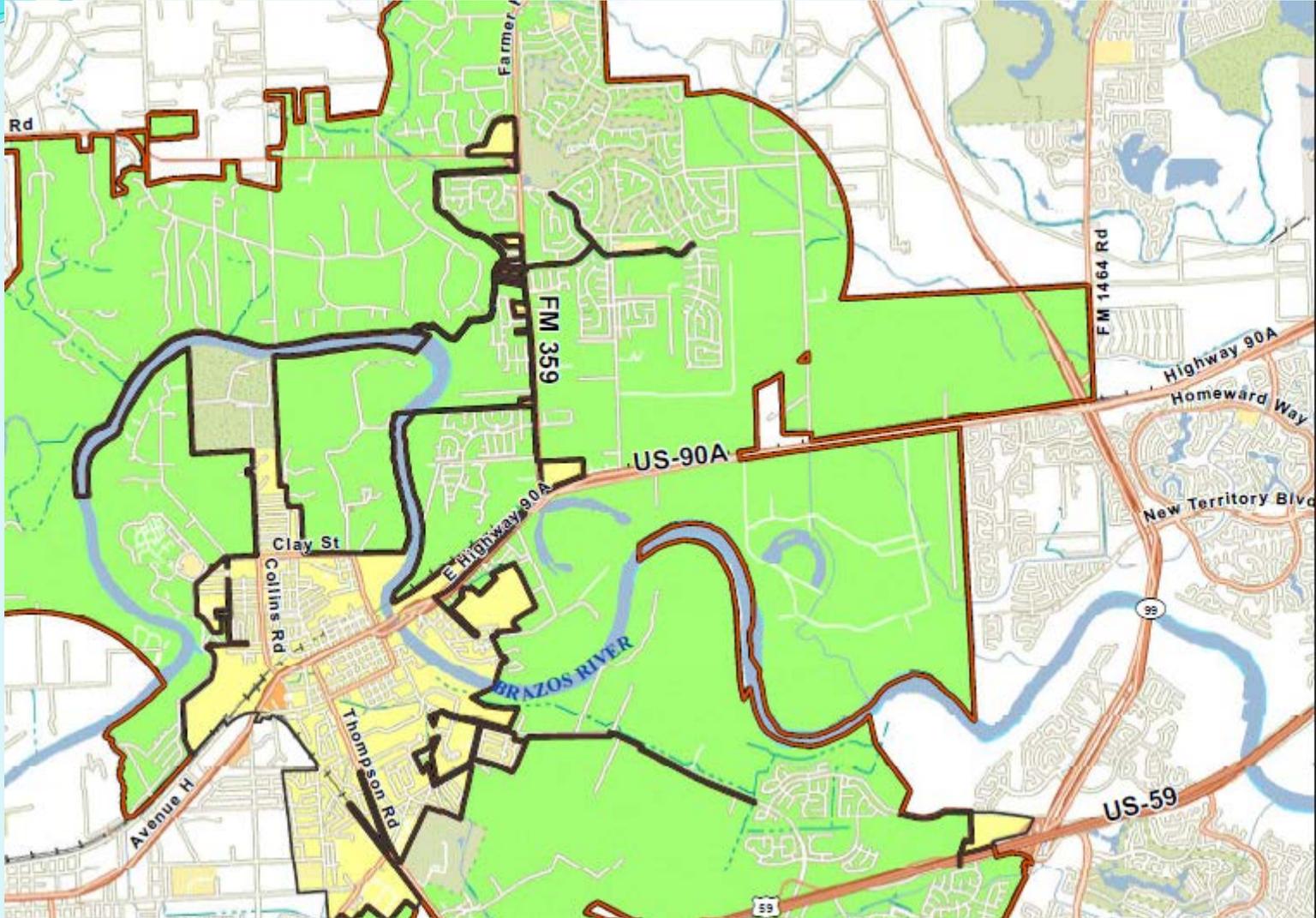


Growth by Equivalent Service Connections

Population equivalent – app 3.25 X ESC

<u>Location</u>	<u>2018</u>	<u>2020</u>	<u>2027 projected</u>
City Limits	4,474	4,703	4,800
MUD 19	184	391	458
MUD 121	1,122	1,122	1,122
MUD 140	845	875	845
MUD 145	424	425	424
MUD 187	1,321	1,495	1,535
MUD 207	3	4	1,774
MUD 215	439	924	1,600
WR MUD 1	121	242	856
<u>East of the Brazos</u>	<u>0</u>	<u>0</u>	<u>3,171</u>
Totals	8,933	10,181	16,585

*Increase of >10% in 2 years



Legend

-  City Limits
-  ETJ Area



Water Utilities

FBSD will require the City to increase our alternative water capabilities (non-Groundwater) from 30% to 60% by 2025. Two current options available:

Wastewater Reclamation

- Opportunities are limited based on cost effectiveness
- Veranda has the infrastructure to convert ROW watering within the next 5 years. Only gets us part way to the goal

Surface Water Plant Expansion

- Secured water rights for 2.0 MGD expansion (additional 2,773 acre ft), re-assigned to DOW Chemical until needed
- 2.4 years worth of credits for 60% conversion
- Waiting for FBSD report to see if conversion plan date changes
- 5 -year CIP plan includes initiation of expansion when needed

Wastewater Utilities

Key growth-related project – plan for and construct new 0.75 MGD WWTP east of the river.

- Increases resiliency – not dependent on a force main that crosses the river
- More efficient, eliminates need to re-pump across the River
- New plant will be modular, increase as needed in increments of 0.75 MGD as required from development up to 3.0 MGD
- Extends the time to increase capacity and rehabilitate main Regional WWTP
- Purchased 29 acres off Pitts Road for future WWTP site
- Next years CIP includes plans for TCEQ permitting, acquire easements, and design 0.75 MGD East WWTP.

Proposed 2021 CIP Projects

<u>City Project No</u>	<u>Description</u>	<u>MP Number</u>
------------------------	--------------------	------------------

WA 2101	EST Rehabilitation	W-10
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Rehabilitate Ransom Road EST

WA 2102	Water Line Rehab	W- 1
---------	------------------	------

Small Diameter lines and replace heavy metal joint pipes, project will be partially funded by CDBG grant

WW2101	Lift Station Rehab	WW-1
--------	--------------------	------

Project maybe partially funded by TDEM award

WW2102	East WWTP	WW -14
--------	-----------	--------

Begin TCEQ permitting process, easement acquisition, and design



Questions?



City of Richmond

Where History Meets Opportunity

City Commission Workshop/Special

600 Morton Street

Monday, August 24, 2020 at 4:30 P.M

- A9. Review and consider taking action on a Temporary Facility Use Agreement between the City, Development Corporation and Fort Bend County.

**TEMPORARY FACILITY USE AGREEMENT
BETWEEN THE CITY OF RICHMOND, TEXAS (CITY)/DEVELOPMENT CORPORATION OF RICHMOND (DCR)
AND FORT BEND COUNTY (COUNTY)**

Whereas, the City is a municipality incorporated under the laws of the State of Texas,

Whereas, the DCR is a not for profit corporation created pursuant to Chapter 505, Texas Local Government Code, and

Whereas, the County is a political subdivision incorporated under the laws of the State of Texas.

Whereas, on March 13, 2020, a Declaration of State of Disaster was issued by Governor Abbott to take additional steps to prepare for, respond to, and mitigate the spread of COVID-19 to protect the health and welfare of Texans, and

Whereas, identification and testing of individuals infected with COVID-19 will enable prompt treatment of the individuals and reduce the spread of COVID-19 in the community, and

Whereas, the County has the equipment necessary to conduct medical testing to identify infected individuals, and

Whereas, the City/DCR and the County agree that it is in the best interests of the citizens of the City and the County to enter into this Agreement to provide a location to conduct medical testing related to COVID-19, and

Whereas, the Development Corporation of Richmond owns a drive-through facility known as the old fire station (Facility) and located at 112 Jackson St., Richmond, Texas, and

Whereas, the City/DCR deems it essential to the health, safety, and welfare of its citizens to allow the County to use the Facility as a testing site.

Therefore, the City and the County agree as follows:

1. Incorporation of Recitals. The recitations stated above are hereby incorporated into this Agreement.
2. Permitted Use. The Facility shall only be used by the County for the operation of a drive-through COVID-19 testing facility. No other use is allowed.
3. Term. City/DCR will allow the County to use the Facility commencing on _____, 2020, and continuing for an initial period of 60 days, unless earlier terminated by either party. The initial period may be extended by mutual written agreement of the parties for additional 30 day terms.
4. Termination. This Agreement may terminate prior to the initial term if (a) the County determines that the Facility is no longer needed for testing purposes, (b) the Texas Governor terminates his State of Disaster declaration for Texas, or (c) either Party gives thirty (30) days written notice of termination.
5. Site Condition and Plan. The County has inspected the Facility, is familiar with its condition, and accepts same in its present "AS IS" condition. The City does not represent or warrant that the Facility is suitable for the County's intended purpose. The County will utilize the Facility in accordance with the site plan attached as Exhibit A.

6. Traffic Control Plan. The County will adhere to the traffic control plan attached as Exhibit A. The County will provide traffic officers necessary to enforce such plan at no cost to the City/DCR.

7. Hours. Medical testing at the Facility will occur Monday through Saturday and begin no earlier than 7 a.m. and end no later than 2 p.m. each day that the County conducts testing at the Facility. The County may access the site prior to the start of the daily testing and may remain on the site after daily testing to conduct activities necessary and related to the daily testing.

8. Waiver of Rent. Considering the importance of conducting the testing and the health, safety, and welfare benefits to its residents, the City/DCR will waive any rental payment that it may be due for the use of the Facility.

9. Cleaning of Facility. At the conclusion of each day's testing, the County will clean all areas of the Facility used by the County to CDC standards for testing sites, including the removal and proper disposal of all waste. Upon the termination of this Agreement and any additional terms, the County will conduct a deep cleaning of the Facility in accordance with CDC guidelines and any additional requirements as may be deemed necessary by the City's Health Authority, Dr. _____.

10. Utilities. The County will establish the utilities required for the Facility in the County's name and at the County's expense with no liability on the City/DCR. Such utilities include, but are not limited to, electricity, telecommunications, natural gas, water, wastewater, trash collection/disposal, and internet/cable service.

11. Repairs and alterations. The County shall be responsible to maintain the Facility and keep the Facility in good repair and condition. The County agrees to be responsible for all alterations and repairs to the Facility to allow the Facility to function as a drive-through COVID-19 testing site. All repairs and alterations shall be made in accordance with City codes and regulations, including permitting and inspections. All repairs and alterations must be approved by the City Manager or the City Manager's designee prior to the repair or alteration being performed. Upon termination of this agreement for use of the Facility, the County may remove any personal property the County installed in the Facility so long as the removal does not damage the Facility and all damage due to removal shall be immediately repaired by the County at its sole cost and expense.

12. Indemnity. As an additional consideration for the City's/DCR's waiver of rental payments, and the agreement that the City/DCR has no participation in the testing other than providing the Facility, **THE COUNTY AGREES, TO THE EXTENT ALLOWED BY TEXAS LAW, TO DEFEND, INDEMNIFY AND HOLD HARMLESS THE CITY FROM AND AGAINST ANY AND ALL DAMAGE, DESTRUCTION, OR LOSS TO THE FACILITY, CLAIMS, DEMANDS, SUITS, CAUSES OF ACTION, AND JUDGMENTS FOR (A) DAMAGES TO THE LOSS OF PROPERTY OF ANY PERSON; AND/OR (B) DEATH, BODILY INJURY, ILLNESS, DISEASE, LOSS OF SERVICES, OR LOSS OF INCOME OR WAGES TO ANY PERSON, ARISING OUT OF INCIDENT TO, CONCERNING OR RESULTING FROM THE NEGLIGENT OR WILLFUL ACT OR OMISSIONS OF THE COUNTY, ITS AGENTS, OFFICERS, AND OR EMPLOYEES IN THE PERFORMANCE OF ACTIVITIES OF DUTIES PURSUANT TO THIS AGREEMENT.**

13. Insurance. The County will furnish certificates of insurance to the City/DCR evidencing compliance with the insurance requirements contained in Exhibit B. Certificates will include the name of the insurance company, policy number, term of coverage and limits of coverage. The County will cause its insurance companies to provide the City/DCR with at least 30 days' prior written notice of any reduction in the limit of liability by endorsement of the policy, cancellation or non-renewal of the insurance coverage required under this Agreement. The County will obtain such insurance written on an Occurrence form from companies having Best

rating of A/VII or better, licensed or approved to transact business in the State of Texas. The City/DCR must be named as additional insured to all required coverage except for Workers' Compensation and Professional Liability. All Liability policies written on behalf of the County must contain a waiver of subrogation in favor of the City/DCR.

14. Effective Date. This Agreement is effective on ____, 2020.

CITY OF RICHMOND, TEXAS

FORT BEND COUNTY, TEXAS

Evalyn W. Moore
Mayor

KP George
County Judge & Emergency Management Director

Attest:

Attest:

Laura Scarlato
City Secretary

Laura Richard
County Clerk

DEVELOPMENT CORPORATION OF RICHMOND

Evalyn W. Moore
President

Attest:

Verge Greenwood
Secretary



City of Richmond

Where History Meets Opportunity

City Commission Workshop/Special

600 Morton Street

Monday, August 24, 2020 at 4:30 P.M

A10. Excuse from Attendance at Regular City Commission Meeting.



City of Richmond

Where History Meets Opportunity

City Commission Workshop/Special

600 Morton Street

Monday, August 24, 2020 at 4:30 P.M

A11. Consider taking action on requests for future agenda items.



City of Richmond

Where History Meets Opportunity

City Commission Workshop/Special

600 Morton Street

Monday, August 24, 2020 at 4:30 P.M

A12. Adjourn to Executive Session, as authorized by Texas Government Code, Section 551.071, Attorney Consultation; Section 551.076, Security Devices or Security Audits; and Section 551.074 Personnel Matters.



City of Richmond

Where History Meets Opportunity

Commission Meeting Workshop/Special

600 Morton Street

Monday, August 24, 2020 at 6:00 P.M.

EXECUTIVE SESSION

In accordance with Chapter 551, Government Code, Vernon's Texas Code Annotated (V.T.C.A.) (Open Meetings Law), "The City Commission may meet in a Closed Executive Meeting pursuant to provisions of the Open Meetings Law, Chapter 551, Government Code, V.T.C. A. in accordance with the authority contained in the following sections; Sections 551.071, Attorney Consultation Section 551.076, Security Devices or Security Audits; and Section 551.074, Personnel Matters.



City of Richmond

Where History Meets Opportunity

Commission Meeting Workshop/Special

600 Morton Street

Monday, August 24, 2020 at 4:30 P.M.

- E1. Executive Session for Attorney Consultation.
- E2. Executive Session for security devices or security audits.
- E3. Discuss City Manager's duties and responsibilities, Section 4.01(6) of the City Charter
- E4. Discuss City Attorney's duties and responsibilities, Section 4.04 (2) of the City Charter.

OPEN MEETING

- C1. Reconvene into Open Meeting and take action on items, if necessary.
- C2. Discuss and consider taking action related to the obelisk located at the southeast corner of the City Hall property.
- C3. Adjournment.

If, during the course of the meeting covered by this Agenda, the Commission shall determine that an executive session of the Commission, should be held or is required in relation to any item included in this Agenda, then such executive session, as authorized by the Texas Open Meetings Act, will be held by the Board at the date, hour, and place given in this Agenda concerning any and all subjects and for any and all purposes permitted by Sections 551.071-551.090 of the Texas Government Code, including, but not limited to, Section 551.071 – for purpose of consultation with attorney, on any or all subjects or matters authorized by law.